

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 19, 2009**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, May 19, 2009 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:31 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
Mark Jenks, Director of Parks & Recreation
Sandra Diorka, Director of Public Services
John Parker, Parks Superintendent
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC – None

SET/ADJUST AGENDA

HOPE MOVED TO ADD LATE AGENDA ITEM 11 – DART FINANCING / HUD HOUSE REHABILITATION.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

2008 ANNUAL REPORT – PARKS AND RECREATION DEPARTMENT

Mark Jenks, Director of Parks and Recreation, gave the Parks and Recreation Department 2008 Annual Report (ATTACHMENT I).

PUBLIC HEARINGS – 8:00 P.M.

ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICTS/ROLLS – VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS) AND ARCHWOOD DRIVE & DUBLIN CIRCLE

HOPE MOVED TO OPEN THE PUBLIC HEARINGS ON THE ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICTS/ROLLS FOR VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS) AND FOR ARCHWOOD DRIVE & DUBLIN CIRCLE.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
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A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

Twp. Mgr. Elsinga stated that the Veltema Drive road improvement includes 14 benefitting parcels (\$1,908 per benefit). The Archwood Drive & Dublin Circle road improvement includes 30 benefitting parcels (\$1,191.50 per benefit).

There were no comments from the public.

Motion to Close Public Hearing – 8:02 p.m.

HOPE MOVED TO CLOSE THE PUBLIC HEARING.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Regular Meeting of May 6, 2009
- B. Approval of Claims – May 5, 2009 (ATTACHMENT II).
- C. Approval of Payroll – May 14, 2009 (ATTACHMENT III).
- D. Reappointment to the Delhi Charter Township Planning Commission – Elizabeth Zietlow (ATTACHMENT IV).

AMMON MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

NEW BUSINESS

CAPITOL AREA EMERGENCY SERVICES CONSORTIUM MEMBERSHIP LETTER OF AGREEMENT

The Board reviewed a memorandum dated May 14, 2009 from Twp. Mgr. Elsinga (ATTACHMENT V).

HAYHOE MOVED TO APPROVE THE CAPITOL AREA EMERGENCY SERVICES CONSORTIUM (CAESC) MEMBERSHIP LETTER OF AGREEMENT ESTABLISHING THE FORMATION OF THE CAESC AND DELHI TOWNSHIP'S MEMBERSHIP IN THE SAME.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 19, 2009**

RESOLUTION NO. 2009-021 – APPROVING CONTINUING DISCLOSURE UNDERTAKING

The Board reviewed a memorandum dated May 14, 2009 from Twp. Mgr. Elsinga (ATTACHMENT VI).

AMMON MOVED TO ADOPT RESOLUTION NO. 2009-021 WHICH APPROVES THE CONTINUING DISCLOSURE UNDERTAKING IN CONNECTION WITH THE ISSUANCE OF THE GILBERT AND WEST TOWN INTERCOUNTY DRAIN DRAINAGE DISTRICT BONDS.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

PROPOSAL FOR ENGINEERING SERVICES FROM C2AE – GILBERT AND WEST TOWN DRAIN PROJECT

The Board reviewed a memorandum dated May 14, 2009 from Twp. Mgr. Elsinga (ATTACHMENT VII).

SWEET MOVED TO APPROVE THE PROPOSAL FOR ENGINEERING SERVICES FROM C2AE FOR THE GILBERT AND WEST TOWN DRAIN PROJECT AT AN ESTIMATED COST OF \$21,000.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AGREEMENT BETWEEN GILBERT AND WEST TOWN INTERCOUNTY DRAIN DRAINAGE BOARD AND DELHI TOWNSHIP FOR GRADING ACTIVITIES

The Board reviewed a memorandum dated May 14, 2009 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

BAJEMA MOVED TO APPROVE AGREEMENT BETWEEN GILBERT AND WEST TOWN INTERCOUNTY DRAIN DRAINAGE BOARD AND DELHI TOWNSHIP FOR GRADING ACTIVITIES ASSOCIATED WITH SAID PROJECT.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2009-018 – ANNUAL DETERMINATION OF STREETLIGHT ASSESSMENT

The Board reviewed memorandums dated May 15, 2009 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT IX).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 19, 2009**

AMMON MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2009-018 WHICH AMENDS THE STREETLIGHT SPECIAL ASSESSMENT DISTRICT/ROLL FOR OAKWOOD EXECUTIVE PARK, PER EXHIBIT A, TO REFLECT RATE INCREASES IMPOSED BY THE LANSING BOARD OF WATER AND LIGHT.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

RESOLUTION NO. 2009-019 – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT/ROLL – VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS)

The Board reviewed a memorandum dated May 12, 2009 from Twp. Mgr. Elsinga (ATTACHMENT X).

HAYHOE MOVED TO ADOPT RESOLUTION NO. 2009-019, WHICH IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS AND CONFIRMS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR ROAD IMPROVEMENTS FOR VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS) IN THE AMOUNT OF \$26,712 FOR TEN (10) YEARS AT AN INTEREST RATE OF 6.0% PER ANNUM.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

RESOLUTION NO. 2009-020 – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT/ROLL – ARCHWOOD DRIVE AND DUBLIN CIRCLE

The Board reviewed a memorandum dated May 12, 2009 from Twp. Mgr. Elsinga (ATTACHMENT XI).

AMMON MOVED TO ADOPT RESOLUTION NO. 2009-020, WHICH IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS AND CONFIRMS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR ROAD IMPROVEMENTS FOR ARCHWOOD DRIVE AND DUBLIN CIRCLE IN THE AMOUNT OF \$35,745 FOR TEN (10) YEARS AT AN INTEREST RATE OF 6.0% PER ANNUM.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

ZONING AND DEVELOPMENT

AMENDMENT TO ZONING ORDINANCE NO. 39 – CASE NO. 09-859 IN ACCORDANCE WITH PUBLIC ACT 110 (ZONING ORDINANCE NO. 39.152)

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 19, 2009**

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

HAYHOE MOVED TO ADOPT CASE NO. 09-859 AMENDING ZONING ORDINANCE NO. 39 IN ACCORDANCE WITH RECENT CHANGES TO PUBLIC ACT 110 (THE "MICHIGAN ZONING ENABLING ACT"), AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR MAY 11, 2009 MEETING (ZONING ORDINANCE NO. 39.152).

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

LATE AGENDA ITEM

DART FINANCING / HUD HOUSE REHABILITATION

The Board reviewed a memorandum dated May 19, 2009 from Twp. Mgr. Elsinga (ATTACHMENT XIII).

HOPE MOVED TO AUTHORIZE THE TOWNSHIP TREASURER OR TOWNSHIP MANAGER TO OBTAIN A LINE OF CREDIT HOME LOAN FROM DART BANK FOR APPROXIMATELY \$20,000 FOR THE NECESSARY RENOVATIONS TO PROPERTY LOCATED AT 4240 WOODWORTH AVENUE.

A Roll Call Vote was recorded as follows:

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

Nays: Bajema

MOTION CARRIED

REPORTS

SUPERVISOR

REMINDER OF JOINT DDA MEETING – JUNE 2, 2009 AT 6:00 P.M.

Supervisor Goodrich reminded the Board members of the Joint DDA Meeting to be held on June 2, 2009.

REMINDER OF DEPARTMENT HEAD GOALS, OBJECTIVES & 2010 CIP MEETING – JUNE 3, 2009 AT 8:00 A.M.

Supervisor Goodrich reminded the Board members of the Department Head Goals, Objectives & 2010 CIP Meeting to be held on June 3, 2009 at 8:00 a.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 19, 2009**

TOWNSHIP MANAGER

STATE TAX COMMISSION – 2010 EQUALIZATION

The Board reviewed a letter dated May 13, 2009 from the State Tax Commission (ATTACHMENT XIV).

Twp. Mgr. Elsinga stated that the State Tax Commission is requiring the use of single year sales studies for 2010 which are due February 15, 2010.

INGHAM COUNTY ROAD COMMISSION

Twp. Mgr. Elsinga stated that he met with the Ingham County Road Commission recommending approval to change several industrial roads in Sections One and Two into all-season roads. Currently, the Planning Commission is working on requiring all-season roads to be the standard in all industrial parks located in Delhi Township. Twp. Mgr. Elsinga stated that he represented to the Road Commission that the Township would, as in the past, participate in the cost of road improvements to all-season roads.

COMMUNITY SERVICES CENTER PARKING LOT

Twp. Mgr. Elsinga stated that the Township is working with Wolverine Engineers on the Community Services Center parking lot repair. It is anticipated that the existing base and soft spots will be removed and replaced with a heavier base.

COMMUNITY DEVELOPMENT MONTHLY REPORT

The Board reviewed the Community Development April Monthly Report (ATTACHMENT XV).

FIRE DEPARTMENT MONTHLY REPORT

The Board reviewed the Fire Department April Monthly Report (ATTACHMENT XVI).

INGHAM COUNTY SHERIFF'S OFFICE – DELHI DIVISION MONTHLY REPORT

The Board reviewed the Ingham County Sheriff's Office – Delhi Division April Monthly Report (ATTACHMENT XVII).

LIMITED PUBLIC COMMENTS

Will Kangas, Holt Community News Editor, questioned industrial park roads/all-season roads in the Township.

ADJOURNMENT

Meeting adjourned at 8:37 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 19, 2009**

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

SUBJECT TO APPROVAL

DELHI CHARTER TOWNSHIP

RESOLUTION 2009-015

THIS IS THE FOURTH OF FIVE RESOLUTIONS WHICH SETS A PUBLIC HEARING FOR MAY 19th, 2009 AT 8:00 O'CLOCK P.M. TO HEAR OBJECTIONS TO THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR VELTEMA DRIVE.

At a Regular Meeting of the Township Board, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Wednesday, May 6, 2009, at 7:30 o'clock, p.m.

PRESENT: Clerk Evan Hope, Treasurer Harry Ammon, Trustees Derek Bajema, John Hayhoe, Roy Sweet

ABSENT: Supervisor Stuart Goodrich, Trustee Jerry Ketchum

The following Resolution was offered by Trustee Hayhoe.

WHEREAS, by resolution (Resolution 2009-007) adopted April 21, 2009, the Township Board of the Charter Township of Delhi, determined to acquire and construct street improvements more particularly described as follows: *Veltema Drive from Willoughby Road to Bush Gardens*, and assess a part of the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with his certificate attached thereto and is included as "Exhibit A" of this resolution.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll shall be filed with the office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 8:00 o'clock, p.m. on Tuesday, the 19th day of May, 2009, in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, for the purpose of reviewing and hearing objections to the special assessment roll.
3. The Township Clerk shall cause notice of such hearing and filing of the assessment roll to be published twice in a newspaper of general circulation in the Township prior to the date of the hearing. The first publication shall be at least ten (10)

days before the hearing. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown, on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice, as published and mailed, shall be in substantially the following form:

DELHI CHARTER TOWNSHIP RESIDENTS

**NOTICE OF REVIEW OF SPECIAL ASSESSMENT ROLL FOR
THE CONSTRUCTION OF STREET IMPROVEMENTS FOR VELTEMA DRIVE FROM
WILLOUGHBY ROAD TO BUSH GARDENS, CHARTER TOWNSHIP OF DELHI,
INGHAM COUNTY, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

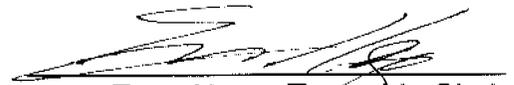
33-25-05-13-128-004	33-25-05-13-130-006	33-25-05-13-127-008	33-25-05-13-127-005
33-25-05-13-130-009	33-25-05-13-130-007	33-25-05-13-127-009	33-25-05-13-127-006
33-25-05-13-128-003	33-25-05-13-130-008	33-25-05-13-129-005	
33-25-05-13-128-002	33-25-05-13-127-007	33-25-05-13-129-004	

and excluding all streets and other land deemed not benefited.

PLEASE TAKE NOTICE that a special assessment roll has been prepared and is on file in the office of the Township Clerk for public examination. Said special assessment roll has been prepared for the purpose of assessing a part of the cost of the following described improvements to the property benefited. The streets to be improved include: **Veltema Drive from Willoughby Road to Bush Gardens.**

TAKE FURTHER NOTICE that the Township Board will meet on Tuesday, May 19th, 2009, at 8:00 o'clock, p.m. in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, for the purpose of reviewing said special assessment roll and hearing any objections thereto.

Appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance or protest by letter, and his or her personal appearance will not be required. Petitions to the Michigan Tax Tribunal must be filed within thirty (30) days from the date the special assessment roll is confirmed.


Evan Hope, Township Clerk

Special Assessment Roll for Street Improvements to:
Veltema Drive from Willoughby Road to Bush Gardens

PARCEL #	OWNER NAME	ADDRESS	COST PER		
			BENEFIT	BENEFIT	ASSESSMENT
33-25-05-13-128-004	OLIVER, PAUL D & DEBRA J	2454 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-009	FIEDLER, JOHN T & MARJORIE	2396 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-128-003	BRUINING, HENRY & NANCY A	2460 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-128-002	KING, KEVIN J & SHERRI C	2468 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-006	DENSMORE, LEONA F	2430 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-007	COON, HEIDI & DOUGLAS	2418 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-008	LETNER, EARNEST & DONNA	2408 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-007	BETHKA, CAROLYN A	2457 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-008	STEWART, JAMES H & BEVERLY J	2451 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-009	ROSENRETER, ROGER L	2435 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-129-005	DIETZ, GREGORY T & JENIFER	2401 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-129-004	FEINAUER, LORI A	2417 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-005	BENNETT, DAVID A & LINDA L	2471 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-006	HUBBARD, HARRY G & YVONNE	2463 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
TOTALS			14	\$26,709	\$26,709

DELHI CHARTER TOWNSHIP

**SUPERVISOR'S CERTIFICATE OF
SPECIAL ASSESSMENT ROLL FOR**

**CONSTRUCTION OF STREET IMPROVEMENTS FOR
VELTEMA DRIVE FROM WILLOUGHBY ROAD TO BUSH GARDENS.**

I, Stuart Goodrich, the duly elected Supervisor of the Charter Township of Delhi, do hereby certify that the attached special assessment roll was made pursuant to Resolution No. 2009-015 of the Board of Trustees of the Charter Township of Delhi, adopted on the 6th day of May, 2009.

Further, in making said roll, I have exercised my best judgment, and to the best of my knowledge, said roll conforms in all respects to the directions contained in said resolution and the statutes of the State of Michigan.

Dated this 6th day of May, 2009.

DELHI CHARTER TOWNSHIP



Stuart Goodrich, Township Supervisor

Per Assessment Roll Dated April 23, 2009.

DELHI CHARTER TOWNSHIP

RESOLUTION 2009-017

THIS IS THE FOURTH OF FIVE RESOLUTIONS WHICH SETS A PUBLIC HEARING FOR MAY 19th, 2009 AT 8:00 O'CLOCK P.M. TO HEAR OBJECTIONS TO THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR ARCHWOOD DRIVE AND DUBLIN CIRCLE.

At a Regular Meeting of the Township Board, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Wednesday, May 6, 2009, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ .

WHEREAS, by resolution (Resolution 2009-008) adopted April 21, 2009, the Township Board of the Charter Township of Delhi, determined to acquire and construct street improvements more particularly described as follows: ***Archwood Drive from Catalina to the end and Dublin Circle from Archwood to the end*** and assess a part of the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with his certificate attached thereto and is included as "Exhibit A" of this resolution.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll shall be filed with the office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 8:00 o'clock, p.m. on Tuesday, the 19th day of May, 2009, in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, for the purpose of reviewing and hearing objections to the special assessment roll.
3. The Township Clerk shall cause notice of such hearing and filing of the assessment roll to be published twice in a newspaper of general circulation in the Township prior to the date of the hearing. The first publication shall be at least ten (10) days before the hearing. The Clerk shall also cause notice of such hearing to be mailed

days before the hearing. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown, on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice, as published and mailed, shall be in substantially the following form:

DELHI CHARTER TOWNSHIP RESIDENTS

**NOTICE OF REVIEW OF SPECIAL ASSESSMENT ROLL FOR
THE CONSTRUCTION OF STREET IMPROVEMENTS FOR ARCHWOOD DRIVE
FROM CATALINA TO THE END AND DUBLIN CIRCLE FROM ARCHWOOD TO THE
END, CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

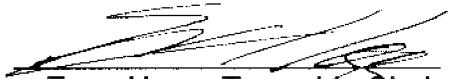
33-25-05-23-452-008	33-25-05-23-453-001	33-25-05-23-452-005	33-25-05-23-452-003
33-25-05-23-452-009	33-25-05-23-452-004	33-25-05-23-452-001	33-25-05-23-453-012
33-25-05-23-452-007	33-25-05-23-452-010	33-25-05-23-452-002	33-25-05-23-453-011
33-25-05-23-453-006	33-25-05-23-453-002	33-25-05-23-453-013	33-25-05-23-453-009
33-25-05-23-452-006	33-25-05-23-453-005	33-25-05-23-452-014	33-25-05-23-452-015
33-25-05-23-452-013	33-25-05-23-452-011	33-25-05-23-453-008	33-25-05-23-453-010
33-25-05-23-451-001	33-25-05-23-452-012	33-25-05-23-453-003	
33-25-05-23-406-012	33-25-05-23-453-007	33-25-05-23-453-004	

and excluding all streets and other land deemed not benefited.

PLEASE TAKE NOTICE that a special assessment roll has been prepared and is on file in the office of the Township Clerk for public examination. Said special assessment roll has been prepared for the purpose of assessing a part of the cost of the following described improvements to the property benefited. The streets to be improved include: **Archwood Drive from Catalina to the end and Dublin Circle from Archwood to the end.**

TAKE FURTHER NOTICE that the Township Board will meet on Tuesday, May 19th, 2009, at 8:00 o'clock, p.m. in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, for the purpose of reviewing said special assessment roll and hearing any objections thereto.

Appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance or protest by letter, and his or her personal appearance will not be required. Petitions to the Michigan Tax Tribunal must be filed within thirty (30) days from the date the special assessment roll is confirmed.


Evan Hope, Township Clerk

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

AYES: Hayhoe, Hope, Sweet, Ammon, Bajema

NAYS: None

ABSENT: Goodrich, Ketchum

The foregoing Resolution declared adopted on the date written above.


Evan Hope, Township Clerk

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 6th day of May, 2009.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 6th day of May, 2009.


Evan Hope, Township Clerk

Special Assessment Roll for Street Improvements to:
Archwood Drive from Catalina to the end and Dublin Circle from Archwood to the end

PARCEL NUMBER	OWNER NAME	OWNER ADDRESS				COST PER		TOTAL
						BENEFITS	BENEFIT	ASSESSMENT
33-25-05-23-452-008	BOUCK, KYLE W & WENDY L	4160 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-009	DOSS, GREGORY LEE & DEBRA A	4150 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-007	SPANIOLO, JAMES & JOSEPHINE	4168 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-006	BARE, RODNEY H & SANDRA L	1575 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-006	DUDLEY, JAY S	1560 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-013	RUDDY, NANCY L	4149 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-451-001	CAMPBELL, PAMELA A	4119 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-406-012	GRASSE, ERIC J & CHERIS L	4120 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-001	BROWN, JEANNE K & COLLIN A	1535 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-004	COOK, CHRISTIAN D & CARRIE A	4155 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-010	JENSEN, RICK A & CYNTHIA S	4140 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-002	GADSON, DAMION & LASHA	1543 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-005	SANDERS, TIMOTHY & DIANE B	1567 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-011	ANDERSON, JOHN M & CHERYL L	4130 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-012	REUSCHLEIN, PHILIP & CHAVEZ, AMY L	4139 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-007	WILLIAMS, THOMAS J & LORI A	4176 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-005	CHRISTENSEN, KATHLEEN A	4165 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-001	EATON INTERMEDIATE SCHOOL DISTRICT	1790 E PACKARD HIGHWAY	CHARLOTTE	MI 48813	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-002	PHILO, JOSEPH H & DEBRA S	4139 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-013	NAEYAERT, ROBIN M	4128 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-014	BYRNE, MARGUERITE I AND	4159 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-008	HUISJEN, HENRY J & JANINE M	4168 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-003	DANOFF, PHILLIP	11636 HOLT HIGHWAY	DIMONDALE	MI 48821	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-004	SMITH, CRAIG T & DOROTHY E	1559 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-003	PULIDO, ROLDOFO O & JULIA A	4147 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-012	DOMZALSKI, TERRY J & SUSAN M	4136 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-011	BUTLER, TIMOTHY R & MICHELLE D	4144 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-009	HICKMAN, TRICIA M	4160 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-452-015	BURNETT, PATRICIA AND	4169 DUBLIN CIRCLE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
33-25-05-23-453-010	TRAVIS, ANGELA F	4152 ARCHWOOD DRIVE	HOLT	MI 48842	1	\$1,191.50	\$1,191.50	\$1,191.50
TOTALS:					30	\$35,745	\$35,745	

DELHI CHARTER TOWNSHIP

**SUPERVISOR'S CERTIFICATE OF
SPECIAL ASSESSMENT ROLL FOR**

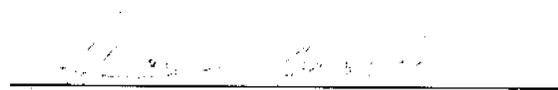
**CONSTRUCTION OF STREET IMPROVEMENTS FOR ARCHWOOD DRIVE FROM
CATALINA DRIVE TO END AND DUBLIN CIRCLE
FROM ARCHWOOD DRIVE TO THE END.**

I, Stuart Goodrich, the duly elected Supervisor of the Charter Township of Delhi, do hereby certify that the attached special assessment roll was made pursuant to Resolution No. 2009-017 of the Board of Trustees of the Charter Township of Delhi, adopted on the 6th day of May, 2009.

Further, in making said roll, I have exercised my best judgment, and to the best of my knowledge, said roll conforms in all respects to the directions contained in said resolution and the statutes of the State of Michigan.

Dated this 10th day of May, 2009.

DELHI CHARTER TOWNSHIP



Stuart Goodrich, Township Supervisor

Per Assessment Roll Dated April 23, 2009.

**2008 Annual Report –
Parks and Recreation Department**

Presentation

Recommended Motion:

To approve the Consent Agenda as presented.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

The Delhi Charter Township Board of Trustees met in a regular meeting on Wednesday, May 6, 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: Treasurer Harry Ammon, Clerk Evan Hope, Trustees Derek Bajema, John Hayhoe, Roy Sweet

Members Absent: Supervisor Stuart Goodrich, Trustee Jerry Ketchum

Others Present: John Elsinga, Township Manager
Marian Frane, Director of Accounting
Sandra Diorka, Director of Public Services
Tracy Carney-Miller, Director of Community Development
Gail Meredith, Accounting Technician
Wendy Thielen, Assistant Township Manager of Human Resources
Amy Finch, Assistant Township Clerk/Deputy Clerk

APPOINT CHAIRPERSON PRO-TEM

HOPE MOVED TO APPOINT ROY SWEET CHAIRPERSON PRO-TEM.

A Voice Poll was recorded as follows: All Ayes

Absent: Goodrich, Ketchum

MOTION CARRIED

COMMENTS FROM THE PUBLIC - None

2008 ANNUAL REPORT – ACCOUNTING DEPARTMENT

Marian Frane, Director of Accounting, gave the Accounting Department 2008 Annual Report (ATTACHMENT I).

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of April 21, 2009
- B. Approval of Minutes – Regular Meeting of April 21, 2009
- C. Approval of Claims – April 21, 2009 (ATTACHMENT II)

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

D. Approval of Payroll – April 30, 2009 (ATTACHMENT III)

AMMON MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED.

A Roll Call Vote was recorded as follows:

Ayes: Bajema, Hayhoe, Hope, Sweet, Ammon

Absent: Goodrich, Ketchum

MOTION CARRIED

2008 AUDIT REPORT

The Board reviewed a memorandum dated April 30, 2009 from Twp. Mgr. Elsinga (ATTACHMENT IV).

**HAYHOE MOVED TO ACCEPT DELHI CHARTER TOWNSHIP'S AUDITED
FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING DECEMBER 31, 2008.**

Marian Frane, Director of Accounting and Dave Fisher, Rehmann Robson, gave an overview of the Township's Audited Financial Statements for fiscal year ending December 31, 2008.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Sweet, Ammon, Bajema

Absent: Goodrich, Ketchum

MOTION CARRIED

PUBLIC HEARINGS – 8:00 P.M.

- A) RESOLUTION NO. 2009-005 – PUBLIC HEARING ON THE APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE – SCI TEX, LLC**
 - B) RESOLUTION NO. 2009-008 – TOWNSHIP INITIATED ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – ARCHWOOD DRIVE AND DUBLIN CIRCLE**
 - C) RESOLUTION NO. 2009-009 – TOWNSHIP INITIATED ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS)**
-

HOPE MOVED TO OPEN THE PUBLIC HEARINGS ON THE APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE – SCI TEX, LLC; THE TOWNSHIP INITIATED ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – ARCHWOOD DRIVE AND DUBLIN CIRCLE; AND THE TOWNSHIP INITIATED ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS).

A Voice Poll was recorded as follows: All Ayes

Absent: Goodrich, Ketchum

MOTION CARRIED

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

Application for Industrial Facilities Exemption Certificate – SciTex, LLC

Tracy Miller, Director of Community Development, stated that this public hearing is in regards to the request for IFT tax abatement under Public Act 198 of 1974 from SciTex, LLC. This involves the acquisition of \$800,000 of personal property, the retention of 11 positions and the creation of four additional positions. The company that would operate at the Depot Street address is Trick Titanium, which specializes in the manufacture of small parts out of specialized metals primarily for race cars.

John Gulliver, Controller, SciTex, LLC - Trick Titanium, introduced himself to the Board.

Road Improvement Special Assessment District – Veltema Drive (from Willoughby Road to Bush Gardens)

Tracy Miller, Director of Community Development, stated that the Veltema Drive and Archwood Drive/Dublin Circle Public Hearings are to determine the need and necessity of these two improvements.

Ms. Miller stated that these improvements are comprised of resurfacing Veltema Drive from Willoughby Road to Bush Gardens. There are 14 benefitting properties included in this district and the total cost per benefit is \$1,908. The small stub street of Wachtel Drive has been removed from the project as a result of input received during a recent informational meeting held by the Ingham County Road Commission which reduced the project cost by approximately \$10,000. The Township Manager's Office received a petition that appears to contain signatures greater than 51% of property owners supportive of the improvements.

Paul Oliver, 2454 Veltema, submitted a petition with five signatures in opposition to the improvements.

Road Improvement Special Assessment District – Archwood Drive and Dublin Circle

Tracy Miller, Director of Community Development, stated that these improvements are comprised of Archwood Drive from Catalina Drive to the end and Dublin Circle from Archwood Drive to the end. There are 30 benefitting properties included in this district and the total cost per benefit is \$1,192. No communications or petitions were received by the Township on this improvement.

Rod Bare, 1575 Archwood Drive, questioned if there is currently a bond being held on Archwood Drive under the name of Larry Clark. Twp. Mgr. Elsinga stated that to his knowledge there is not a bond being held. Twp. Mgr. Elsinga further stated that the road was installed in accordance with the specifications of the Ingham County Road Commission and was accepted by the Ingham County Road Commission.

Tim Butler, 4144 Archwood Drive, questioned an outstanding bond and the materials that were used to construct the road.

Motion to Close Public Hearings – 8:16 p.m.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

HOPE MOVED TO CLOSE THE PUBLIC HEARINGS.

A Voice Poll was recorded as follows: All Ayes
Absent: Goodrich, Ketchum

MOTION CARRIED

NEW BUSINESS

RECOMMENDATION FOR POSITION OF TOWNSHIP ASSESSOR

The Board reviewed a memorandum dated April 29, 2009 from Twp. Mgr. Elsinga (ATTACHMENT V).

AMMON MOVED TO HIRE NICOLE WILSON FOR THE POSITION OF TOWNSHIP ASSESSOR FOR DELHI CHARTER TOWNSHIP AT PAY GRADE 11, STEP 5, \$67,500.16 ANNUALLY, EFFECTIVE JUNE 15, 2009.

A Roll Call Vote was recorded as follows:
Ayes: Hope, Sweet, Ammon, Bajema, Hayhoe
Absent: Goodrich, Ketchum

MOTION CARRIED

RESOLUTION NO. 2009-012 – APPLICATION FOR INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE – SCI TEX, LLC

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 24, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT VI).

HOPE MOVED TO ADOPT RESOLUTION NO. 2009-012 WHICH APPROVES THE APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT) ABATEMENT CERTIFICATE FOR SCI TEX, LLC.

A Roll Call Vote was recorded as follows:
Ayes: Sweet, Ammon, Bajema, Hayhoe, Hope
Absent: Goodrich, Ketchum

MOTION CARRIED

RESOLUTION NO. 2009-014 – NEED AND NECESSITY – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT/ROLL – VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS)

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 29, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT VII).

HAYHOE MOVED TO ADOPT RESOLUTION NO. 2009-014, WHICH IS THE THIRD OF FIVE RESOLUTIONS, WHICH DETERMINES THE NEED AND NECESSITY FOR A SPECIAL ASSESSMENT DISTRICT FOR VELTEMA DRIVE (FROM WILLOUGHBY

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

ROAD TO BUSH GARDENS) ROAD IMPROVEMENTS AND DIRECTS THE SUPERVISOR TO PREPARE THE SPECIAL ASSESSMENT DISTRICT ROLL.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Bajema, Hayhoe, Hope

Absent: Goodrich, Ketchum

MOTION CARRIED

RESOLUTION NO. 2009-016 – NEED AND NECESSITY – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT/ROLL – ARCHWOOD DRIVE AND DUBLIN CIRCLE

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 29, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT VIII).

BAJEMA MOVED TO ADOPT RESOLUTION NO. 2009-016, WHICH IS THE THIRD OF FIVE RESOLUTIONS, WHICH DETERMINES THE NEED AND NECESSITY FOR A SPECIAL ASSESSMENT DISTRICT FOR ARCHWOOD DRIVE AND DUBLIN CIRCLE ROAD IMPROVEMENTS AND DIRECTS THE SUPERVISOR TO PREPARE THE SPECIAL ASSESSMENT DISTRICT ROLL.

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Bajema, Hayhoe, Hope, Sweet

Absent: Goodrich, Ketchum

MOTION CARRIED

RESOLUTION NO. 2009-015 – SET PUBLIC HEARING – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS)

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 29, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT IX).

HAYHOE MOVED TO ADOPT RESOLUTION NO. 2009-015, WHICH IS THE FOURTH OF FIVE RESOLUTIONS WHICH CREATES A SPECIAL ASSESSMENT DISTRICT AND ROLL FOR ROAD IMPROVEMENTS FOR VELTEMA DRIVE (FROM WILLOUGHBY ROAD TO BUSH GARDENS) AND SETS A PUBLIC HEARING FOR MAY 19, 2009 AT 8:00 P.M. TO HEAR OBJECTIONS TO THE SAME.

A Roll Call Vote was recorded as follows:

Ayes: Bajema, Hayhoe, Hope, Sweet, Ammon

Absent: Goodrich, Ketchum

MOTION CARRIED

RESOLUTION NO. 2009-017 – SET PUBLIC HEARING – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – ARCHWOOD DRIVE AND DUBLIN CIRCLE

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 29, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT X).

AMMON MOVED TO ADOPT RESOLUTION NO. 2009-017, WHICH IS THE FOURTH OF FIVE RESOLUTIONS WHICH CREATES A SPECIAL ASSESSMENT DISTRICT AND ROLL FOR ROAD IMPROVEMENTS FOR ARCHWOOD DRIVE AND DUBLIN CIRCLE AND SETS A PUBLIC HEARING FOR MAY 19, 2009 AT 8:00 P.M. TO HEAR OBJECTIONS TO THE SAME.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Sweet, Ammon, Bajema

Absent: Goodrich, Ketchum

MOTION CARRIED

**RESOLUTION NO. 2009-013 – PURCHASE OF DEVELOPMENT RIGHTS APPLICATION-
MAYNARD BEERY**

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XI).

HOPE MOVED TO ADOPT RESOLUTION NO. 2009-013, A RESOLUTION TO APPROVE THE PURCHASE OF DEVELOPMENT RIGHTS PROGRAM APPLICATION FOR MAYNARD BEERY.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Sweet, Ammon, Bajema, Hayhoe

Absent: Goodrich, Ketchum

MOTION CARRIED

**RESOLUTION NO. 2009-018 – ANNUAL DETERMINATION OF STREETLIGHT
ASSESSMENTS**

The Board reviewed memorandums dated April 30, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XII).

BAJEMA MOVED TO ADOPT RESOLUTION NO. 2009-018, WHICH ADJUSTS THE ANNUAL STREETLIGHT ASSESSMENTS, PER EXHIBIT A, TO REFLECT RATE INCREASES IMPOSED BY THE LANSING BOARD OF WATER AND LIGHT.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Bajema, Hayhoe, Hope

Absent: Goodrich, Ketchum

MOTION CARRIED

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

AMENDMENT NO. 1 TO RESOLUTION NO. 2008-066 – FY 2009 GENERAL FUND BUDGET

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XIII).

**HAYHOE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-66
FOR THE FY 2009 GENERAL FUND BUDGET.**

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Bajema, Hayhoe, Hope, Sweet

Absent: Goodrich, Ketchum

MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2008-067 – FY 2009 FIRE EQUIPMENT,
TRAINING & APPARATUS FUND BUDGET**

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XIV).

**HOPE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-067 FOR
THE FY 2009 FIRE EQUIPMENT, TRAINING & APPARATUS FUND BUDGET.**

A Roll Call Vote was recorded as follows:

Ayes: Bajema, Hayhoe, Hope, Sweet, Ammon

Absent: Goodrich, Ketchum

MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2008-068 – FY 2009 PARKS & RECREATION
FUND BUDGET**

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XV).

**AMMON MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-068
FOR THE FY 2009 PARKS & RECREATION FUND BUDGET.**

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Sweet, Ammon, Bajema

Absent: Goodrich, Ketchum

MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2008-069 – FY 2009 WATER IMPROVEMENT
FUND BUDGET**

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XVI).

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

**HAYHOE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-069
FOR THE FY 2009 WATER IMPROVEMENT FUND BUDGET.**

A Roll Call Vote was recorded as follows:
Ayes: Hope, Sweet, Ammon, Bajema, Hayhoe
Absent: Goodrich, Ketchum
MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2008-070 – FY 2009 SEWER FUND BUDGET

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XVII).

**BAJEMA MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-070
FOR THE FY 2009 SEWER FUND BUDGET.**

A Roll Call Vote was recorded as follows:
Ayes: Sweet, Ammon, Bajema, Hayhoe, Hope
Absent: Goodrich, Ketchum
MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2008-071 – FY 2009 COMMUNITY
DEVELOPMENT FUND BUDGET**

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XVIII).

**HOPE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-071 FOR
THE FY 2009 COMMUNITY DEVELOPMENT FUND BUDGET.**

A Roll Call Vote was recorded as follows:
Ayes: Hayhoe, Hope, Sweet, Ammon, Bajema
Absent: Goodrich, Ketchum
MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2008-072 – FY 2009 DOWNTOWN
DEVELOPMENT AUTHORITY FUND BUDGET**

The Board reviewed memorandums dated May 1, 2009 from Twp. Mgr. Elsinga and April 28, 2009 from Marian Frane, Director of Accounting (ATTACHMENT XIX).

**HAYHOE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2008-072
FOR THE FY 2009 DOWNTOWN DEVELOPMENT FUND BUDGET.**

A Roll Call Vote was recorded as follows:
Ayes: Hope, Sweet, Ammon, Bajema, Hayhoe
Absent: Goodrich, Ketchum

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

MOTION CARRIED

REPORTS

SUPERVISOR

REMINDER – JOINT PARKS AND RECREATION MEETING – MAY 19, 2009 AT 6:00 P.M.

Roy Sweet, Chairperson Pro-Tem, reminded the Board of the Joint Parks and Recreation meeting to be held on May 19, 2009 at 6:00 p.m.

REMINDER – JOINT DOWNTOWN DEVELOPMENT AUTHORITY MEETING – JUNE 2, 2009 AT 6:00 P.M.

Roy Sweet, Chairperson Pro-Tem, reminded the Board of the Joint Downtown Development Authority meeting to be held on June 2, 2009 at 6:00 p.m.

TREASURER

STATE REVENUE SHARING

Treasurer Ammon stated that the Township received the State Revenue Sharing on April 30th in the amount of \$220,314 (\$102,000 is constitutional and \$18,878 is statutory). This amount was \$40,000 short of what was projected.

CLERK

2009 SCHOOL ELECTION

Clerk Hope stated that the May 5th School Election was held with a total of 886 ballots cast of which 741 of those ballots were absentee ballots.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga commented on the Township's clean audit.

ADJOURNMENT

Meeting adjourned at 9:14 p.m.

FYI

1. Department of Public Services Monthly Report – April 2009.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 6, 2009**

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

ACCOUNTS PAYABLE APPROVAL

May 5, 2009

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated May 5, 2009, numbered 74547 through 74643 & ACH #1100. Every invoice has a payment authorizing signature(s).

Dated: May 5, 2009

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated May 5, 2009 show payments made from the following funds:

General Fund	\$	221,051.29	
Parks & Recreation		10,917.44	
Fire Equipment Fund		7,276.80	
Downtown Development Authority		19,621.27	
Community Development Fund		1,795.79	
Trust & Agency Fund		123.72	
Subtotal Common Savings*	\$	260,786.31	
Sewer Fund Receiving**	\$	134,778.80	
Grand Total	\$	395,565.11	

Includes the following to be reimbursed from separate bank accounts:

None

Dated: May 5, 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. (Biotech Agronomics \$22,455.83 for 2009 Residual Waste Land Application 12/17/02, HRC \$14,231.37 pymt # 58 for Digester Rehab Project, 12/21/04, HRC \$23,719.50 for SRF Project Plan Study & Review, 2/17/09)

Dated: May 5, 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 May 19 , 2009, a motion was made by _____ and passed by _____ yes votes and _____ no votes (_____ absent) that the list of claims dated May 5, 2009, was reviewed, audited and approved.

Evan Hope, Township Clerk

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 INVOICES TO BE PAID 04/25/2009 - 05/05/2009
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
MARY CAMPIONE	REFUND (2008A-14312 & 2008-1344)	100.00
	Total for Dept 000.00 :	100.00
Dept 101.00 LEGISLATIVE		
VERIZON WIRELESS	MARCH CELLULAR PHONES	29.07
	Total for Dept 101.00 LEGISLATIVE:	29.07
Dept 171.00 MANAGER		
VERIZON WIRELESS	MARCH CELLULAR PHONES	84.35
	Total for Dept 171.00 MANAGER:	84.35
Dept 215.00 CLERK		
PRINTING ESSENTIALS	TONER CARTRIDGE/CSC PRINTER	75.00
VERIZON WIRELESS	MARCH CELLULAR PHONES	84.69
	Total for Dept 215.00 CLERK:	159.69
Dept 228.00 INFORMATION TECHNOLOGY		
MICROTECH SERVICES, INC.	MONTHLY DSL	120.00
VERIZON WIRELESS	MARCH CELLULAR PHONES	84.35
BS&A SOFTWARE	YEARLY SUPPORT/TIME SHEETS	160.00
SAM'S CLUB DIRECT	MEMBERSHIP FEE & SERVICE FEE	43.34
	Total for Dept 228.00 INFORMATION TECHNOLOGY:	407.69
Dept 253.00 TREASURERS		
VERIZON WIRELESS	MARCH CELLULAR PHONES	29.07
	Total for Dept 253.00 TREASURERS:	29.07

Dept 257.00 ASSESSING		
LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	28.16
MICHIGAN ASSESSORS ASSN	MEMBERSHIP/ELIZABETH TOBIAS	75.00
VERIZON WIRELESS	MARCH CELLULAR PHONES	58.14
BS&A SOFTWARE	TRAINING/MUNSON & E. TOBIAS	390.00

Total for Dept 257.00 ASSESSING: 551.30

Dept 262.00 ELECTIONS		
PRINTING SYSTEMS, INC.	2,500 AV SECRECY ENVELOPES	223.91
PRINTING SYSTEMS, INC.	1,000 QVF POLL LIST SHEETS	148.74

Total for Dept 262.00 ELECTIONS: 372.65

Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	61.37
CUMMINS BRIDGEWAY, LLC	REPAIR GEN SET AT CSC OFFICE	860.21
CUMMINS BRIDGEWAY, LLC	REPAIR GEN SET AT CSC OFFICE	565.59
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	975.00
TDS METROCOM	APRIL LOCAL SERVICE	1,396.54
DELHI TOWNSHIP TREASURER	SEWER CHARGES	271.00
CONSUMERS ENERGY	ELECTRIC & GAS	4,644.85
CONSUMERS ENERGY	ELECTRIC & GAS	1,606.86
JOHN E. GREEN COMPANY	COMM FAILURE/REBOOT COMPUTER	221.00
JOHN E. GREEN COMPANY	REPLACE MAIN GAS VALVE/SHERIFF	530.44
SAFETY SYSTEMS, INC	SERVICE CARD ACCESS	100.00

Total for Dept 265.00 BUILDING & GROUNDS: 11,232.86

Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	40.62
ACE HARDWARE	PLUMBING/GARDEN HOSE CAP	9.51
ACE HARDWARE	KEY/CRAZY GLUE	1.69
WASTE MANAGEMENT OF MICH	WASTE REMOVAL SERVICES	49.00
CONSUMERS ENERGY	ELECTRIC & GAS	51.79
ACE HARDWARE	5 KEYS	8.45

Total for Dept 276.00 CEMETERY: 161.06

Dept 301.00 POLICE		
INGHAM COUNTY TREASURER	APRIL 2009 POLICE CONTRACT	200,631.17

Total for Dept 301.00 POLICE: 200,631.17

Dept 336.00 FIRE DEPARTMENT		
BARYAMES CLEANERS	UNIFORM CLEANING	171.10
LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	556.92
LIFEGAS LLC	OXYGEN	105.30
TDS METROCOM	APRIL LOCAL SERVICE	79.90
VERIZON WIRELESS	MARCH CELLULAR PHONES	367.73
DELHI TOWNSHIP TREASURER	SEWER CHARGES	30.00

Total for Dept 336.00 FIRE DEPARTMENT: 1,310.95

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	WATER & STREETLIGHTS	5,706.39

Total for Dept 446.00 INFRASTRUCTURE: 5,706.39

Dept 850.00 OTHER FUNCTIONS		
IKON OFFICE SOLUTIONS	2ND QTR MAINT/ASSESS & TREAS	247.96
DELHI TOWNSHIP TREASURER	SEWER CHARGES	12.00
CONSUMERS ENERGY	ELECTRIC & GAS	5.58
CONSUMERS ENERGY	ELECTRIC & GAS	9.50

Total for Dept 850.00 OTHER FUNCTIONS: 275.04

Total for Fund 101 GENERAL FUND: 221,051.29

Fund 208 PARKS & RECREATION FUND

Dept 752.00 ADMINISTRATION		
TDS METROCOM	APRIL LOCAL SERVICE	137.13
VERIZON WIRELESS	MARCH CELLULAR PHONES	247.11
DELHI CHARTER TOWNSHIP OR	REIMBURSE PETTY CASH	6.00
DELHI CHARTER TOWNSHIP OR	REIMBURSE PETTY CASH	6.00
DELHI CHARTER TOWNSHIP OR	REIMBURSE PETTY CASH	8.00
ELLIOTT FOOD EQUIPMENT, LLC	POTS & PANS	457.04
SAM'S CLUB DIRECT	MEMBERSHIP FEE & SERVICE FEE	23.33
DELL MARKETING L.P.	DELL OPTI 760 PC/PARKS	2,141.40
DELL MARKETING L.P.	BACK-UP FOR SENIOR CITIZEN PC'S	69.71
TARGETSAFETY	NFPA/TARGET SAFETY ON LINE	30.00

Total for Dept 752.00 ADMINISTRATION: 3,125.72

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	214.10
MENARDS LANSING SOUTH	TOOL/ EQUIPMENT & SUPPLIES	122.98

MENARDS LANSING SOUTH	TOOL/ EQUIPMENT & SUPPLIES	72.74
WESCO DISTRIBUTION, INC	50 FT EXTENSION CORD	16.00
SAM'S CLUB DIRECT	COFFEE/SPRAYER/OIL DRI/GARDEN	57.42
ACE HARDWARE	HAMMER/2 COUPLE & STOP/LIGHTER	17.48
ACE HARDWARE	NAILS & BOLTS	5.75
ACE HARDWARE	6 KEYS/SHOVEL HANDLE/HOOKS/	29.12
ACE HARDWARE	SCREWS & BOLTS	3.52
ACE HARDWARE	HARDWARE & 3 SPRAY PAINT	9.57
ACE HARDWARE	2 GRAVEL MIX/3 SPRAY PAINT	17.16
ACE HARDWARE	CREDIT	(16.72)
ACE HARDWARE	1/2" COBALT DRILL BIT	18.99
MENARDS LANSING SOUTH	LUMBER/SPRAYERS/TUBS/BAGS	55.54
ACE HARDWARE	2 COBALT DRILL BITS	16.48
ACE HARDWARE	2 DRILL BITS	7.58
BOBCAT OF LANSING	BOBCAT RENTAL	90.00
MENARDS LANSING SOUTH	CEDIT	(29.95)
MENARDS LANSING SOUTH	TOOL/ EQUIPMENT & SUPPLIES	41.92
AMERICAN RENTAL	PORTABLE TOILETS	226.00
MODEL COVERALL SERVICE	UNIFORM PANTS	61.70
MODEL COVERALL SERVICE	UNIFORM PANTS FOR	353.23
WASTE MANAGEMENT OF MICH	WASTE REMOVAL SERVICES	74.00
MODEL COVERALL SERVICE	UNIFORM PANTS	175.98
DELHI TOWNSHIP TREASURER	SEWER CHARGES	12.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	30.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	37.90
CONSUMERS ENERGY	ELECTRIC & GAS	42.86
CONSUMERS ENERGY	ELECTRIC & GAS	806.19
CONSUMERS ENERGY	ELECTRIC & GAS	15.43
CONSUMERS ENERGY	ELECTRIC & GAS	15.00
CONSUMERS ENERGY	ELECTRIC & GAS	160.23
CONSUMERS ENERGY	ELECTRIC & GAS	19.48
CONSUMERS ENERGY	ELECTRIC & GAS	88.77
CONSUMERS ENERGY	ELECTRIC & GAS	118.52
CONSUMERS ENERGY	ELECTRIC & GAS	157.30
DELHI CHARTER TOWNSHIP OR	REIMBURSE PETTY CASH	30.29
E.D.S. IRRIGATION, LLC	ACTIVATION OF IRRIGATION SYSTEM	518.02
MENARDS LANSING SOUTH	TOOL/ EQUIPMENT & SUPPLIES	38.26
WESCO DISTRIBUTION, INC	40 LIGHT BULBS	230.00
SAM'S CLUB DIRECT	COFFEE/SPRAYER/OIL DRI/GARDEN	18.00
ACE HARDWARE	HAMMER/2 COUPLE & STOP/LIGHTER	0.98
ACE HARDWARE	COUPLE & STOP/ELBOW/COPPER	8.77
ACE HARDWARE	GALV COUPLE/2 DRAIN TUBE	6.27
ACE HARDWARE	COUPLE & STOP	2.79
ACE HARDWARE	CLAMPS/NIPPLE/ELBOWS/ADAPTER	48.03

ACE HARDWARE	6 KEYS/SHOVEL HANDLE/HOOKS/	14.74
ACE HARDWARE	GREASE SILICONE	4.29
ACE HARDWARE	COUPLE & STOP/ELBOW/UNION/AIR	63.10
ACE HARDWARE	PIPE	6.49
ACE HARDWARE	16 ELBOWS	12.64
ACE HARDWARE	HOSE	1.99
JAKE'S NEW & USED PLUMBING	PLUMBING SUPPLIES	178.10
O'LEARY PAINT CO.	2 GAL PAINT	124.38
ACE HARDWARE	PLIER/MOTION SWITCH	29.97
ACE HARDWARE	SCREWS & BOLTS	1.20
ACE HARDWARE	NAILS & BOLTS	3.20
MARK'S LOCK SHOP, INC	2 DEAD BOLT LOCKS & LABOR	238.00
DELHI CHARTER TOWNSHIP OR	REIMBURSE PETTY CASH	26.80
MENARDS LANSING SOUTH	TOOL/ EQUIPMENT & SUPPLIES	17.90
MENARDS LANSING SOUTH	5 PATIO BLOCKS	3.40
SAM'S CLUB DIRECT	COFFEE/SPRAYER/OIL DRI/GARDEN	250.46
ACE HARDWARE	2 GRAVEL MIX/3 SPRAY PAINT	7.98
ACE HARDWARE	CREDIT	(35.99)
ACE HARDWARE	2 PREEN	55.98
MENARDS LANSING SOUTH	LUMBER	31.69
MENARDS LANSING SOUTH	LUMBER/SPRAYERS/TUBS/BAGS	270.67
ACE HARDWARE	PLIER/MOTION SWITCH	14.99
COLLEEN COOPER	FLOWERS/SEEDS/GLOVES/KNIFE	92.83
DEER CREEK SALES, INC	HYDRAULIC HOSE	19.15
ROGER'S CLINE TIRE	TIRE REPAIR & TUBE	20.00
ROGER'S CLINE TIRE	TIRE REPAIR & TUBE	20.00
ROGER'S CLINE TIRE	TIRE/TRAILER	98.63
SAM'S CLUB DIRECT	MEMBERSHIP FEE & SERVICE FEE	23.33
MENARDS LANSING SOUTH	37 CONCRETE BLOCKS	44.03

Total for Dept 771.00 PARKS: 5,685.63

Dept 774.00 RECREATION

SAM'S CLUB DIRECT	2 EASTER BASKETS	57.24
ACE HARDWARE	20 KEYS	33.80
JOHNNY MAC'S	T-BALL, BASEBALL, SOFTBALL EQUIP	2,015.05

Total for Dept 774.00 RECREATION: 2,106.09

Total for Fund 208 PARKS & RECREATION FUND: 10,917.44

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

FIRE SERVICE MANAGEMENT LLC	TURNOUT GEAR CLEANING	653.05
FIRE SERVICE MANAGEMENT LLC	TURNOUT GEAR CLEANING	231.83
AQUATIC SPORTS LTD.	8 HYDROS	104.00
WEST SHORE FIRE INC	SCBA REPAIR	442.85
FEMA	EXCESS GRANT FUNDS RETURNED	1,282.00
TARGETSAFETY	NFPA/TARGET SAFETY ON LINE	630.00
MATTHEW STERLING	MEALS/EMS CONFERENCE	32.97
PATRICK A BROWN	REFRESHMENTS/OFFICER MEETING	37.10
ORTIVUS, INC	SOFTWARE LICENCE/SUPPORT	3,090.00
ORTIVUS, INC	SOFTWARE LICENCE/SUPPORT	773.00

Total for Dept 339.00 EQUIPMENT & APPARATUS: 7,276.80

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 7,276.80

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

AT&T	LED SIGN/2004 AURELIUS	31.52
TDS METROCOM	APRIL LOCAL SERVICE	231.71
VERIZON WIRELESS	MARCH CELLULAR PHONES	37.35
PURE GREEN LAWN & TREE	FERTILIZE TREES & GROUNDS/DDA	25.00

Total for Dept 728.00 DDA ADMINISTRATION: 325.58

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	BIZ BUZZ P.R. EFFORT	475.00
CHARLES GRINNELL	28 HOURS @ \$20	560.00

Total for Dept 729.00 DDA MARKETING & PROMOTION: 1,035.00

Dept 730.00 COMM REHABILITATION REBATE PGM

WILD STRAWBERRY FLORIST	ROOF AT WILD STRAWBERRY	2,947.50
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Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 2,947.50

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

BARNHART & SON, INC.	SAN SEWER LEAD REPAIR/4192 HOLT	593.65
PURE GREEN LAWN & TREE	FERTILIZE TREES/SHRUBS & GROUND	25.00
PURE GREEN LAWN & TREE	FERTILIZE TREES/SHRUBS & GROUND	25.00

E.D.S. IRRIGATION, LLC	CRYSTAL BAR IRRIGATION SYSTEM	121.50
THE COTTAGE GARDENS, INC.	22 BLUE POINT JUNIPERUS	770.00
LANDSCAPE ARCHITECTS	LANDSCAPE PLAN CEDAR & HOLB	2,000.00

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 3,535.15

Dept 850.00 OTHER FUNCTIONS

LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	57.04
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
WASTE MANAGEMENT OF MICHIGAN	WASTE REMOVAL SERVICES	98.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	12.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	48.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	12.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	27.80
DELHI TOWNSHIP TREASURER	SEWER CHARGES	18.88
DELHI TOWNSHIP TREASURER	SEWER CHARGES	12.00
DELHI TOWNSHIP TREASURER	SEWER CHARGES	12.00
CONSUMERS ENERGY	ELECTRIC & GAS	78.57
CONSUMERS ENERGY	ELECTRIC & GAS	655.83
CONSUMERS ENERGY	ELECTRIC & GAS	99.42
CONSUMERS ENERGY	ELECTRIC & GAS	951.58
CONSUMERS ENERGY	ELECTRIC & GAS	246.56
CONSUMERS ENERGY	ELECTRIC & GAS	51.46
CONSUMERS ENERGY	ELECTRIC & GAS	104.09
CONSUMERS ENERGY	ELECTRIC & GAS	179.14
CONSUMERS ENERGY	ELECTRIC & GAS	271.34
CONSUMERS ENERGY	ELECTRIC & GAS	25.27
CONSUMERS ENERGY	ELECTRIC & GAS	189.61

Total for Dept 850.00 OTHER FUNCTIONS: 3,630.59

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA

C2AE	DELHI NE/DEPOT GEOTECHNICAL	245.00
KEYSTONE DESIGN GROUP	MARCH PROFESSIONAL SERVICES/	2,657.75
DELL MARKETING L.P.	PC'S FOR SENIOR CITIZENS BLDG	2,141.40
DELL MARKETING L.P.	PC'S FOR SENIOR CITIZENS BLDG	69.70
DOUGLAS SIGN COMPANY	BALANCE/SENIOR CITIZEN SIGN	500.00

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA: 5,613.85

Dept 905.00 DEBT SERVICE

ROBERT HOLMES	5/09 [& I PYMT-AMOCO CORNER	561.04
ROBERT W BAIRD & CO., INC.	5/09 P & I PYMT-AMOCO CORNER	561.04
WILLIAM THORBURN	5/09 P & I PYMT-AMOCO CORNER	1,122.09

ROBERT HOLMES	5/09 [& I PYMT-AMOCO CORNER	72.36
ROBERT W BAIRD & CO., INC.	5/09 P & I PYMT-AMOCO CORNER	72.36
WILLIAM THORBURN	5/09 P & I PYMT-AMOCO CORNER	144.71

Total for Dept 905.00 DEBT SERVICE: 2,533.60

Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 19,621.27

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	79.21
VERIZON WIRELESS	MARCH CELLULAR PHONES	361.05
INGHAM CTY REGISTER OF DEEDS	RELEASE OF LIABILITY	84.00
BANC OF AMERICA LEASING	MAY 2009 KONICA LEASE PAYMENT	271.00
EATON COUNTY INFO SYSTEMS	LEASE-EATON COUNTY GPS EQUIP	800.00
LOWE'S CREDIT SERVICES	PLYWOOD/NUT DRIVERS/PENCIL/	200.53

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 1,795.79

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 1,795.79

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

434100 FAMILY DOLLAR	REF SEWER 2380 CEDAR STE 17	15.80
SICH, LARRY	REF SEWER 3531 DELL HOLT MI	39.65
GATEWAY TO HOMES	REF SEWER 4151 HOLT RD HOLT MI	164.01
PREMER, MARK	REF SEWER 2123 PHILLIPS HOLT MI	23.85
NORSEMAN PLASTICS	9 RAIN BARRELS	441.00

Total for Dept 000.00 : 684.31

Dept 548.00 ADMINISTRATION & OVERHEAD

HOLT POSTMASTER	MAY SEWER BILL POSTAGE	2,450.00
CUSTOM MAILERS, INC.	APRIL SEWER BILLS	562.90

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 3,012.90

Dept 558.00 DEPT OF PUBLIC SERVICE

LANSING ICE & FUEL CO	GASOLINE 4/1-4/15/09	705.24
AVERY OIL & PROPANE	PREMIER WINTER FUEL	1,788.76
BARYAMES CLEANERS	UNIFORM DRY CLEANING	37.40
MODEL COVERALL SERVICE	STAFF UNIFORMS	125.26

MODEL COVERALL SERVICE	STAFF UNIFORMS	75.56
MODEL COVERALL SERVICE	STAFF UNIFORMS	75.56
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.01
BIG SYSTEMS, LLC	2 PRINT HEADS/BLUE INK/FREIGHT	1,280.00
BIG SYSTEMS, LLC	2 PRINT HEADS/BLUE INK/FREIGHT	164.00
BIG SYSTEMS, LLC	2 PRINT HEADS/BLUE INK/FREIGHT	25.00
HASSELBRING-CLARK	MAINTENANCE CARTRIDGE	90.00
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	725.00
ALEXANDER CHEMICAL CORP	CREDIT	(425.00)
ALEXANDER CHEMICAL CORP	SODIUM HYPOCHLORITE	4,350.54
KEMIRA WATER SOLUTIONS, INC	FERRIC CHLORIDE	4,784.78
KAR LABORATORIES, INC.	INFLUENT SAMPLES	270.00
KAR LABORATORIES, INC.	EFFLUENT SAMPLES	270.00
ALS LABORATORY GROUP	PEPPERMINT CREEK ANALYTICALS	619.00
ALS LABORATORY GROUP	MC NAMARA LANDING SAMPLING	619.00
FISHER SCIENTIFIC	FIRST AID/SAFETY SUPPLIES	935.72
FISHER SCIENTIFIC	FIRST AID/SAFETY SUPPLIES	968.56
FISHER SCIENTIFIC	FIRST AID/SAFETY SUPPLIES	1,386.26
FISHER SCIENTIFIC	FIRST AID/SAFETY SUPPLIES	86.10
HUBBELL, ROTH & CLARK, INC	GRAND RIVER WATERSHED MANAGE	4,424.49
UNITED PARCEL SERVICE	SHIPPING	118.30
BIOTECH AGRONOMICS, INC.	LOAD/TRANSPORT/LAND APPLY	22,455.83
GRANGER III & ASSOCIATES	GREASE HAUL	170.70
WASTE MANAGEMENT OF MICH	WASTE REMOVAL SERVICES	280.60
CORE COMM INTERNET	INTERNET	109.95
TDS METROCOM	APRIL LOCAL SERVICE	399.29
VERIZON WIRELESS	MARCH CELLULAR PHONES	480.51
BOARD OF WATER & LIGHT	WATER & STREETLIGHTS	55.00
BOARD OF WATER & LIGHT	WATER & STREETLIGHTS	89.03
DELHI TOWNSHIP TREASURER	SEWER CHARGES	649.00
CONSUMERS ENERGY	ELECTRIC & GAS	99.79
CONSUMERS ENERGY	ELECTRIC & GAS	1,694.87
CONSUMERS ENERGY	ELECTRIC & GAS	319.60
CONSUMERS ENERGY	ELECTRIC & GAS	494.37
CONSUMERS ENERGY	ELECTRIC & GAS	425.13
CONSUMERS ENERGY	ELECTRIC & GAS	112.40
CONSUMERS ENERGY	ELECTRIC & GAS	386.18
CONSUMERS ENERGY	ELECTRIC & GAS	214.66
CONSUMERS ENERGY	ELECTRIC & GAS	13,823.19
CONSUMERS ENERGY	ELECTRIC & GAS	372.83
CONSUMERS ENERGY	ELECTRIC & GAS	66.30
CONSUMERS ENERGY	ELECTRIC & GAS	184.64
CONSUMERS ENERGY	ELECTRIC & GAS	538.60
CONSUMERS ENERGY	ELECTRIC & GAS	414.88

CONSUMERS ENERGY	ELECTRIC & GAS	33.58
CONSUMERS ENERGY	ELECTRIC & GAS	86.20
CONSUMERS ENERGY	ELECTRIC & GAS	175.76
CONSUMERS ENERGY	ELECTRIC & GAS	4,590.28
CONSUMERS ENERGY	ELECTRIC & GAS	33.58
CONSUMERS ENERGY	ELECTRIC & GAS	38.20
LOWE'S CREDIT SERVICES	GRAVEL/STAKES	187.48
THE COTTAGE GARDENS, INC.	(60) FORSYTHIA PLANTS	1,440.00
ACE HARDWARE	KEY/CRAZY GLUE	2.29
MARK CASE	8 SHETLAND SHEEP & SHEARING	734.00
CUMMINS BRIDGEWAY, LLC	REPAIR DIMONDALE LIFT STATION	506.61
ACE HARDWARE	10 TUBES	5.90
LOWE'S CREDIT SERVICES	FUSES	22.62
VALLEY FARMS SUPPLY, INC	PUMP/CONTROL/WELL SEAL	395.00
VALLEY FARMS SUPPLY, INC	PUMP/CONTROL/WELL SEAL	125.00
VALLEY FARMS SUPPLY, INC	PUMP/CONTROL/WELL SEAL	35.00
VALLEY FARMS SUPPLY, INC	PUMP/CONTROL/WELL SEAL	15.51
VALLEY FARMS SUPPLY, INC	HEAT SHRINK/PVC	8.16
SUPERIOR SAW	2 CEMENT SAW BLADES	219.90
JWC ENVIRONMENTAL	3 AUGER BRUSH KITS & SHIPPING	2,198.58
JWC ENVIRONMENTAL	3 AUGER BRUSH KITS & SHIPPING	27.10
PURE GREEN LAWN & TREE	FERTILIZE TREES AND GROUNDS/	232.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
CUES	REPAIR OF LAUNCH CAMERA MECH	180.00
CUES	REPAIR OF LAUNCH CAMERA MECH	7.50
CUES	REPAIR OF LAUNCH CAMERA MECH	3.94
CUES	REPAIR OF LAUNCH CAMERA MECH	7.88
CUES	REPAIR OF LAUNCH CAMERA MECH	47.28
CUES	REPAIR OF LAUNCH CAMERA MECH	3.94
CUES	REPAIR OF LAUNCH CAMERA MECH	189.76
CUES	REPAIR OF LAUNCH CAMERA MECH	7.95
CUMMINS BRIDGEWAY, LLC	REPAIR LIFT STATION & POTW GEN	334.35
RS TECHNICAL SERVICES, INC.	INSTALL ANTENNA, COAX, AND COAX	425.97
CUES	REPAIR OF MAIN CAMERA	2,503.29
CRAIG'S AUTO BODY SHOP, LLC	RT. FENDER REPAIR/UNIT 9	976.98
FRANKIE D'S AUTO & TRUCK	LOF/#3	25.00
SAM'S CLUB DIRECT	MEMBERSHIP FEE & SERVICE FEE	70.00
BLOHM CREATIVE PARTNERS	WASTE WATER AWARD PRESS	300.00
LOWE'S CREDIT SERVICES	GRAVEL/STAKES	57.63
R. A. DINKEL & ASSOCIATES	500 MOOD CUPS/POTW OPEN HOUSE	405.00
R. A. DINKEL & ASSOCIATES	500 MOOD CUPS/POTW OPEN HOUSE	50.00
R. A. DINKEL & ASSOCIATES	500 MOOD CUPS/POTW OPEN HOUSE	18.66
TARGETSAFETY	NFPA/TARGET SAFETY ON LINE	345.00

C2AE	PACP/MACP TRAINING	900.00
C2AE	PACP/MACP TRAINING	5,500.00
RS TECHNICAL SERVICES, INC.	INSTALL 2 FIBER CONVERTERS	<u>1,379.20</u>

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 92,781.97

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT

HUBBELL, ROTH & CLARK, INC	DIGESTER REHABILITATION/PAYMENT	14,231.37
HUBBELL, ROTH & CLARK, INC	ECONOMIC STIMULUS PROGRAM	348.75
HUBBELL, ROTH & CLARK, INC	SRF PROJECT PLAN STUDY PLAN	<u>23,719.50</u>

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 38,299.62

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 134,778.80

Fund 701 TRUST & AGENCY FUND

Dept 000.00

FRANK & CYNTHIA MCNAMARA	2004 TAX REFUND REISSUED	53.07
CHRISTOPHER & LORI FORDHAM	REFUND 2008 TAX OVERPAYMENT	8.90
THE DATACOM GROUP INC.	REFUND 2008 TAX OVERPAYMENT	19.74
STATE FARM INSURANCE CO.	REFUND 2008 TAX OVERPAYMENT	<u>42.01</u>

Total for Dept 000.00 : 123.72

Total for Fund 701 TRUST & AGENCY FUND: 123.72

Total - All Funds 395,565.11

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated May 14, 2009**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 72139 through 72241 & direct deposits numbers: DD7584 through DD7648. 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: May 14, 2009

Marian Frane, CPA, Director of Accounting

II. Payroll Report

The May 14, 2009 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$93,090.69	\$24,703.81	\$68,386.88
Parks & Recreation Fund	15,660.54	3,680.69	\$11,979.85
DDA	6,610.20	2,699.88	\$3,910.32
Comm. Development Fund	16,007.15	4,138.76	\$11,868.39
Subtotal-Common Savings	131,368.58	35,223.14	96,145.44
Sewer Fund/Receiving	40,291.03	11,267.40	\$29,023.63
Total Payroll	\$171,659.61	\$46,490.54	\$125,169.07
	Township FICA	Township Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$6,229.74	\$6,311.06	\$37,244.61
Parks & Recreation Fund	1,180.80	766.32	5,627.81
DDA	430.26	493.12	3,623.26
Comm. Development Fund	1,189.87	1,399.83	6,728.46
Sewer Fund/Receiving	2,971.12	3,320.71	17,559.23
Total Payroll	\$12,001.79	\$12,291.04	\$70,783.37

Marian Frane, CPA, Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on May 14, 2009 and identified as follows:

5/14 Net Pay Disbursement in Common Savings (\$96,145.44) 5/14 Net Pay Disbursement in Sewer Receiving (\$29,023.63)

5/14 Pay Deducts from Sewer Receiving to Common Savings (\$17,559.23)

Harry R. Ammon, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on May 19, 2009, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated May 14, 2009 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Ammon(1)Vander Ploeg(1)

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: Stuart Goodrich, Township Supervisor

DATE: May 11, 2009

RE: Recommendation for Reappointment to the Planning Commission

The appointment term of Planning Commission member Elizabeth "Betsy" Zietlow expires June 1, 2009. She has agreed to be reappointed for an additional three-year term. I therefore recommend the following motion:

RECOMMENDED MOTION:

To reappoint Elizabeth Zietlow to the Delhi Township Planning Commission for a three-year term, effective June 1, 2009, expiring June 1, 2012.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 14, 2009

RE: Capitol Area Emergency Services Consortium Membership Letter of Agreement

Enclosed for your review and approval is a Capitol Area Emergency Services Consortium (CAESC) Membership Letter of Agreement.

This Agreement “establishes the existence of CAESC and its membership and governance structure in accordance with the stated purpose of implementing a joint training process that will be realized through the combining of member resources”.

This Agreement is an outcome of a fire study performed by Dr. Eric Scorsone and the State and Local Government Team from Michigan State University. That study suggested that multi-department training efforts would benefit residents by “providing a consistent and standard level of service across the Capitol Area”.

The implementation of joint training can resolve two major gaps that currently exist in our region. The first is that we do not have cost effective, efficient, uniform, safe and consistent training throughout the Capitol Area that complies with national, state and local training requirements. The primary reason for this is that not all departments are created equally with differences in physical and human resources. The second major gap is frequent interruption of training classes/exercises due to fire and EMS calls. Such interruptions diminish both the effectiveness and cost efficiency of training.

A joint training program can resolve both of these issues and thereby enhance our dependency on mutual aid. The knowledge that all responders are trained uniformly and consistently will increase their safety and provide for a more cost effective and efficient fire/EMS department.

Recommended Motion:

To approve the Capitol Area Emergency Services Consortium (CAESC) Membership Letter of Agreement establishing the formation of the CAESC and Delhi Charter Township’s membership in the same.

Capitol Area Emergency Services Consortium Membership Letter of Agreement

This Letter of Agreement ("Agreement") establishes the formation of and is by and between the current members of the Capitol Area Emergency Services Consortium ("CAESC") and is entered into pursuant to and in accordance with the authority provided in Article 7, Section 28 of the Michigan Constitution, The Intergovernmental Contracting Act, MCL 124.1 et seq., The Urban Cooperation Act of 1967, MCL 124.501 et seq., The Intergovernmental Transfer of Functions and Responsibilities Act, MCL 124.531 et seq., The Community College Act of 1966, Act 331 of 1966 and as otherwise provided by law.

Whereas the members of CAESC wish to establish the existence of CAESC and its membership and governance structure in accordance with the stated purpose of implementing a joint training process that will be realized through the combining of member resources; and

Whereas the members are committed to that purpose and to hereafter working through the CAESC to accomplish it;

Now therefore, the parties hereto agree as follows:

1. The current members hereby establish CAESC as the entity through which that purpose will be accomplished in accordance with the document attached hereto and incorporated herein entitled "Membership and Governance Structure of the Capitol Area Emergency Services Consortium." ("Structure Document").
2. The current members shall hereafter meet to act as necessary to finalize the formation of CAESC, to establish any changes to the Structure Document for CAESC, to establish a regular meeting schedule and timetable for accomplishing the purpose of CAESC and to take such action deemed necessary from time to time to accomplish said purpose and to explore and establish other functions for CAESC which are consistent with its stated purpose and the goal of facilitating member efficiency and cooperation to better serve the public.
3. The current members hereby agree that membership in CAESC will be conditioned upon compliance with CAESC determinations and that future members must sign this Agreement as it may from time to time hereafter be amended as a condition of membership in CAESC.

Executed this _____ day of _____, 2009 by the signatories below for the current members listed below:

CAECS Member Signatures

Date

Membership and Governance Structure of the Capitol Area Emergency Services Consortium

Background:

The Capitol Area Emergency Services Consortium (CAESC) is the result of a study that was conducted per the request of eleven different emergency service jurisdictions within the Lansing Area. The State and Local Government Program from Michigan State University Extension performed the study.

This study looked at what areas of emergency services could reduce costs and increase efficiency if several jurisdictions would combine resources. The study revealed the areas of cooperative purchasing, central equipment garage, automatic mutual aid, and training could be a feasible beginning for jurisdictions to join resources to acquire additional cost savings and efficiency.

Purpose:

The purpose of the Capitol Area Emergency Services Consortium (CAESC) is to implement a joint training process that will combine resources of all CAESC members.

Mission:

The mission of the Capitol Area Emergency Services Consortium (CAESC) is to provide cost effective, efficient, uniform, safe, and consistent training throughout the Capitol City Area that complies with national, state, and local training requirements.

CAESC will also supplement and build on the existing regional collaborative efforts.

Goals:

1. Cost effective and efficient emergency services training for capitol area emergency response agencies.
2. Uniform training through compliance with current national, state, and local training standards.
3. Effective utilization of training resources and equipment.
4. Emergency operational policies and procedures that uniformly serve all emergency incident responses.

5. Partnerships, cooperatives, grants, and creative funding mechanisms for emergency services training.

Membership:

1. To become a member of the Capitol Area Emergency Services Consortium (CAESC), a jurisdiction or institution must sign a Letter of Agreement to Participate.
2. Membership is open to the governmental authorities and colleges and universities within the greater Lansing area.

Criteria for Voting Eligibility:

1. The Consortium Executive Committee members will consist of one Representative from each of the member's jurisdictions and institutions that have signed the CAESC Letter of Agreement to Participate and adhere to the Operational Policies and Guidelines. Each of these members is provided one vote.

Governance:

1. The Executive Committee shall equally share the governance of the Capitol Area Emergency Services Consortium (CAESC). The Executive Committee shall have oversight over all CAESC affairs, including the formulation of Operational CAESC Policies, and the setting of fees for membership and training.
2. The Executive Committee shall consist of the jurisdictional and institutional representatives of one member from each jurisdiction and institution.
3. The Executive Committee shall elect a Chair and Chair-Elect for one-year terms. The duty of the Chair (or in his or her absence, the Chair-Elect and/or their delegate) shall be to convene and conduct meetings.
4. A simple majority of (50% plus 1) of the members must be represented for a quorum of the Executive Committee. A super majority of 2/3 of vote is required for major decisions such as the amendment of the structure document and any CAESC operational guidelines.
5. The Executive Committee shall appoint sub-committees as needed.

6. Fire Chiefs Committee, which includes Fire Chiefs from each member's jurisdiction and a Lansing Community College representative, shall be created to operationalize the service training programs of CAESC.
7. CAESC will function under the guidelines of the Open Meeting Act.

Minutes:

The Chair-Elect will be responsible for documenting and recording all meeting sessions. The minutes must be approved prior to the following session. The Executive Committee Chair shall sign the minutes if they are approved by the Committee.

Site for Holding meeting Sessions:

The sessions for the CAESC Executive Committee may rotate between the membership's jurisdictions and institution. A yearly schedule will be posted prior to January 31st of each year identifying the location of each meeting. The Chair-Elect will be responsible to notify Executive Committee Members of the meeting locations for the year.

Meeting Frequency:

1. The CAESC Executive Committee will meet quarterly each year. The quarterly meetings shall be held in March, June, September, and December of each year.
2. The Executive Committee Chair or his/her delegate may call a special meeting at anytime, in order, to meet specific time lines for grants, contracts, or any other special obligations that are time sensitive.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 14, 2009

RE: Resolution No. 2009-021 – Approving Continuing Disclosure Undertaking

Enclosed for your review and approval is Resolution No. 2009-021 which approves the Continuing Disclosure Undertaking in connection with the issuance of the Gilbert and West Town Intercounty Drain Drainage District Bonds.

The intent of the Gilbert and West Town Intercounty Drainage District Bonds, Series 2009 (General Obligation Limited Tax), is to pay the costs of cleaning, widening, deepening, straightening and extending the Gilbert and West Town Intercounty Drain commencing this year.

Issuance of these Bonds requires continuing disclosure of pertinent financial information and operating data included in the Official Statement for these Bonds. This resolution creates a covenant between the Township and the Bond holders wherein the Township agrees to engage in a “Continuing Disclosure Undertaking” during the life of the Bonds for the benefit of the Bond holders.

Therefore, I recommend approval of the same.

Recommended Motion:

To adopt Resolution No. 2009-021 which approves the Continuing Disclosure Undertaking in connection with the issuance of the Gilbert and West Town Intercounty Drain Drainage District Bonds.

RESOLUTION NO. 2009-021

RESOLUTION APPROVING CONTINUING DISCLOSURE UNDERTAKING

**CHARTER TOWNSHIP OF DELHI
STATE OF MICHIGAN**

WHEREAS, the Gilbert and West Town Intercounty Drain Drainage District, Counties of Ingham and Eaton, State of Michigan (the "District") intends to issue bonds to pay the costs of cleaning, widening, deepening, straightening and extending the Gilbert and West Town Intercounty Drain; and

WHEREAS, the District is preparing to issue its Drainage District Bonds, Series 2009 (General Obligation Limited Tax) (the "Bonds"); and

WHEREAS, pursuant to Rule 15c2-12 of the Securities and Exchange Commission the Charter Township of Delhi, State of Michigan (the "Township") is required to enter into a continuing disclosure undertaking whereby the Township agrees to provide certain information as described in the Continuing Disclosure Undertaking attached hereto and made a part hereof (the "Undertaking").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Township Board does hereby approve the Undertaking and authorizes the Supervisor, Clerk or Treasurer to execute and deliver the Undertaking with such changes as may be required to confirm the Undertaking to the financial information and operating data contained in the Preliminary Official Statement and the Official Statement prepared in connection with the Bonds.

2. All resolutions and parts of resolutions insofar as the same conflict with the provisions of this resolution be and the same hereby are rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Delhi, Michigan, at a regular meeting held on May 19, 2009, at 7:30 o'clock p.m., prevailing Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

I further certify that the following Members were present at said meeting:

_____ and that the following Members were absent: _____.

I further certify that Member _____ moved for adoption of said resolution and that Member _____ supported said motion.

I further certify that the following Members voted for adoption of said resolution: _____ and that the following Members voted against adoption of said resolution: _____.

Township Clerk

CONTINUING DISCLOSURE UNDERTAKING

This Continuing Disclosure Undertaking (the “Undertaking”) is executed and delivered by the Charter Township of Delhi, State of Michigan (the “Township”), in connection with the issuance of the Gilbert and West Town Intercounty Drain Drainage District of its Drainage District Bonds, Series 2009 (General Obligation Limited Tax) (the “Bonds”). The Township covenants and agrees for the benefit of the Bondholders, as hereinafter defined, as follows:

(a) *Definitions.* The following terms used herein shall have the following meanings:

“Audited Financial Statements” means the annual audited financial statements pertaining to the Township prepared by an individual or firm of independent certified public accountants as required by Act 2, Public Acts of Michigan, 1968, as amended, which presently requires preparation in accordance with generally accepted accounting principles.

“Bondholders” shall mean the registered owner of any Bond or any person (a) with the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bond (including any person holding a Bond through a nominee, depository or other intermediary) or (b) treated as the owner of any Bond for federal income tax purposes.

“Disclosure Representative” means the Supervisor, Treasurer or Clerk of the Township or his or her designee, or such other officer, employee, or agent as the Township shall designate from time to time in writing.

“DisclosureUSA” means the internet-based electronic filing system at www.disclosureusa.org operated by the Municipal Advisory Council of Texas or successor.

“MSRB” means the Municipal Securities Rulemaking Board.

“NRMSIR” means each nationally recognized municipal securities information repository as designated by the SEC in accordance with the Rule.

“Rule” means Rule 15c2-12 promulgated by the SEC pursuant to the Securities Exchange Act of 1934, as amended.

“SEC” means the United States Securities and Exchange Commission.

“SID” means the state information depository for the State of Michigan as designated by the SEC in accordance with the Rule.

(b) *Continuing Disclosure.* The Township hereby agrees, in accordance with the provisions of the Rule, to provide or cause to be provided to each NRMSIR and to the SID for the State of Michigan (“SID”), on or before the last day of the sixth month after the end of the

fiscal year of the Township, the following annual financial information and operating data, commencing with the fiscal year ended December 31, 2009:

(1) Updates of the numerical financial information and operating data included in the Official Statement of the Township relating to the Bonds (the "Official Statement") appearing in the Tables in the Official Statement contained in the headings as described below:

- a. Property Valuations;
- b. Major Taxpayers;
- c. Tax Rates (Per \$1,000 of Taxable Value);
- [d. Tax Rate Limitation;]
- e. Tax Levies and Collections;
- f. Revenues from the State of Michigan;
- g. Pension Fund;
- h. Other Post Employment Benefits;
- i. Debt Statement; and
- j. Legal Debt Margin.

(2) Audited Financial Statements; provided, however, that if the Audited Financial Statements are not available by the date specified above, they shall be provided when available and unaudited financial statements in a format similar to the financial statements contained in the Official Statement will be filed by such date and the Audited Financial Statements will be filed as soon as available.

Such annual financial information and operating data described above are expected to be provided directly by the Township in the following documents to be filed with each NRMSIR and the SID: the Audited Financial Statements; materials containing the updates described in (b)(1) above; and in subsequent official statements of the Township filed with the MSRB.

If the fiscal year of the Township is changed, the Township shall send notices of such change to each NRMSIR or the MSRB, and to the SID, prior to the earlier of the ending date of the fiscal year prior to such change or the ending date of the fiscal year as changed.

(c) *Notice of Failure to Disclose.* The Township agrees to provide or cause to be provided, in a timely manner, to (i) each NRMSIR or the MSRB and (ii) the SID, notice of a failure by the Township to provide the annual financial information with respect to the Township described in subsection (b) above on or prior to the dates set forth in subsection (b) above.

(d) *Occurrence of Events.* The Township agrees to provide or cause to be provided in a timely manner to (i) each NRMSIR or the MSRB and (ii) the SID, if any, notice of the occurrence of any of the following events listed in (b)(5)(i)(C) of the Rule with respect to the Bonds, if applicable, if material:

- (1) principal and interest payment delinquencies
- (2) non-payment related defaults
- (3) unscheduled draws on debt service reserves reflecting financial difficulties
- (4) unscheduled draws on credit enhancements reflecting financial difficulties

- (5) substitution of credit or liquidity providers, or their failure to perform
- (6) adverse tax opinions or events affecting the tax-exempt status of the security
- (7) modifications to rights of security holders
- (8) bond calls
- (9) defeasances
- (10) release, substitution, or sale of property securing repayment of the securities
- (11) rating changes

(e) *Materiality Determined Under Federal Securities Laws.* The Township agrees that its determination of whether any event listed in subsection (d) is material shall be made in accordance with federal securities laws.

(f) *Termination of Reporting Obligation.* The obligation of the Township to provide annual financial information and notices of material events, as set forth above, shall be terminated if and when the Township no longer remains an “obligated person” with respect to the Bonds within the meaning of the Rule, including upon legal defeasance of all Bonds.

(g) *Benefit of Bondholders.* The Township agrees that its undertaking pursuant to the Rule set forth in this Undertaking is intended to be for the benefit of the Bondholders and shall be enforceable by any Bondholder; provided that, the right to enforce the provisions of this Undertaking shall be limited to a right to obtain specific enforcement of the Township’s obligations hereunder and any failure by the Township to comply with the provisions of this Undertaking shall not constitute a default or an event of default with respect to the Bonds.

(h) *Amendments to the Undertaking.* Amendments may be made in the specific types of information provided or the format of the presentation of such information to the extent deemed necessary or appropriate in the judgment of the Township, provided that the Township agrees that any such amendment will be adopted procedurally and substantively in a manner consistent with the Rule, including any interpretations thereof by the SEC, which, to the extent applicable, are incorporated herein by reference. Such interpretations currently include the requirements that (a) the amendment may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the Township or the type of activities conducted thereby, (b) the undertaking, as amended, would have complied with the requirements of the Rule at the time of the primary offering of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances, and (c) the amendment does not materially impair the interests of Bondholders, as determined by parties unaffiliated with the Township (such as independent legal counsel), but such interpretations may be changed in the future. If the accounting principles to be followed by the Township in the preparing of the Audited Financial Statements are modified, the annual financial information for the year in which the change is made shall present a comparison between the financial statements as prepared on the prior basis and the statements as prepared on the new basis, and otherwise shall comply with the requirements of the Rule, in order to provide information to investors to enable them to evaluate the ability of the Township to meet its obligations. A notice of the change in accounting principles shall be sent (i) to each NRMSIR or the MSRB and (ii) the SID.

(i) *Central Post Office Filing.* Any filing with each NRMSIR and the SID under sections (b), (c), (d) or (h) of this undertaking may be made by transmitting such filing to DisclosureUSA as provided at www.disclosureusa.org unless the SEC withdraws the interpretive advice contained in its letter to the Municipal Advisory Council of Texas dated September 7, 2004.

IN WITNESS WHEREOF, the Township has caused this Undertaking to be executed by its authorized officer.

CHARTER TOWNSHIP OF DELHI
State of Michigan

By _____

Its:

Dated: _____, 2009

MILLER, CANFIELD, PADDOCK AND STONE, P.L.L.C.

DELIB:3086816.1\042951-00019

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 14, 2009

RE: Proposal for Engineering Services from C2AE for Gilbert and West Town Drain

Enclosed for your review and approval is a proposal from C2AE for construction observation services during the Gilbert and West Town Drain project.

This spring/summer the Ingham County Drain Commissioner will be making drain improvements of the Gilbert/West Town Drains that will cross over, under and through portions of our sanitary sewer system. Therefore, to insure maintaining the integrity of our sewer system during construction we have requested C2AE to submit a proposal to provide construction observation services during intermittent phases of that project.

Their proposal is estimated at \$21,000 but the actual cost will be based upon actual time and materials spent on the job. It is my understanding that our costs are eligible for reimbursement from the project costs. Therefore, I recommend approval of their proposal.

Recommended Motion:

To approve the Proposal for Engineering Services from C2AE for the Gilbert and West Town Drain project at an estimated cost of \$21,000.

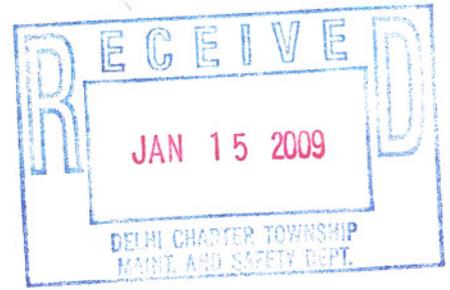


Lansing • Gaylord • Grand Rapids

725 Prudden Street
Lansing, MI 48906

P: 517.371.1200
F: 517.371.2013

info@c2ae.com
www.c2ae.com



January 13, 2009

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

Re: Proposal for Engineering Services
Gilbert & West Town Drain

Dear Ms. Diorka:

Pursuant to your request, we are pleased to submit this proposal for construction engineering services related to the inspection of Township sanitary sewer facilities impacted by the Gilbert & West Town Drain project that is proposed by the Ingham County Drain Commissioner's (ICDC) office.

We appreciate the opportunity to submit this proposal for consideration and are looking forward to working with you on this project. If the terms, as stated in this proposal, are acceptable, please sign both copies, as required, and return one copy to our office. If you have any questions, please contact us. Thank you.

Sincerely,

C2AE

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

Robert W. Farrier
Director

SAD/tdb/09-107

ACCEPTED: DELHI CHARTER
TOWNSHIP, MICHIGAN

BY: _____

DATE: _____



Scope of Services

C2AE proposes to provide the following construction phase services for the ICDC Gilbert & West Town Drain project:

Construction Phase

1. Contract Document Supplemental Information: Attend planning meetings with Township and ICDC staff, coordinate with ICDC consultant, prepare supplemental information of Township Standards and project related details and forward to the ICDC consultant for inclusion in the contract documents.
2. Pre-Construction Meeting: Attend pre-construction meeting.
3. Construction Observation: Provide a resident project representative to observe the construction that impacts the Township’s sanitary sewer system. This includes:
 - Site visits to review grading and drainage around existing sanitary manholes adjacent to the Gilbert & West Town Intercounty Drain open ditch work.
 - Repairs to the sanitary sewer related to the removal of a storm crossing structure and the relocation of the storm sewer on the Barnes Branch Drain near M-99.
 - Repairs to sanitary sewer mains and service lateral crossed by the ICDC storm sewer on Bishop Road.

Daily reports will be prepared giving general observations of the work completed to date. Photographs will be taken of the sewer repairs.
4. Office Engineering: Provide office assistance for questions from the field and provide reports and maintain such records as are required to document the work.
5. CCTV Inspection Review: Perform inspections of the completed repairs by reviewing CCTV inspections of the impacted sanitary sewer mains. Sanitary sewers with close proximity trench crossings should also be included for CCTV review to insure that unforeseen damage did not occur.

Implementation Schedule

It is anticipated that construction will take place in the spring/summer of 2009.

Fee for Services

We propose to provide the services, as outlined herein, in accordance with the following:

<u>Task</u>	<u>Fee</u>	<u>Fee Basis</u>
Construction	\$21,000	Time & Materials, Estimated

Invoices will be forwarded on a monthly basis reflecting the level of work completed and are due upon receipt.



*Contract Provisions – Design and Construction Services
Gilbert & West Town Drain*

The parties to this agreement, C2AE, Lansing, Gaylord, and Grand Rapids, Michigan, hereinafter called the A|E CONSULTANT and the Delhi Charter Township, Michigan, hereinafter called the OWNER; hereby agree to the following conditions:

- A. Limit of Scope: The services provided by the A|E CONSULTANT shall be limited to those described in the Scope of Services.
- B. Changed Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the A|E CONSULTANT are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the A|E CONSULTANT may call for renegotiation of appropriate portions of this Agreement. The A|E CONSULTANT shall notify the OWNER of the changed conditions necessitating renegotiation, and the A|E CONSULTANT and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.
- C. Additional Services: Additional services not specifically identified in the Scope of Services shall be paid for by the OWNER in addition to the fees previously stated, provided the OWNER authorizes such services in writing. Additional services will be billed monthly as work progresses and invoices are due upon receipt.
- D. Standard of Care: In providing services under this Agreement, the A|E CONSULTANT will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice to the A|E CONSULTANT and by mutual agreement between the parties, the A|E CONSULTANT will without additional compensation, correct those services not meeting such a standard.
- E. Schedule for Rendering Services: The A|E CONSULTANT shall prepare and submit for OWNER approval a schedule for the performance of the A|E CONSULTANT's services. This schedule shall include reasonable allowances for review and approval times required by the OWNER, performance of services by the OWNER's consultants, and review and approval times required by public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in scope, character or size of the project requested by the OWNER, or for delays or other causes beyond the A|E CONSULTANT's reasonable control.
- F. Ownership of Reports, Drawings and Other Materials: The OWNER agrees that all reports, drawings, letters, work sheets, plans, preliminary material tables, supportive data, documents and other materials produced by the A|E CONSULTANT in the course of and for the purpose of meeting this contract are the property of the A|E CONSULTANT, and shall remain in the possession of the A|E CONSULTANT. The OWNER shall have access to the above named material during normal business hours of the A|E CONSULTANT during and after completion of this contract. The OWNER may obtain copies of any of the above named material. Copies of electronic media may be obtained by the OWNER.
- G. Record Documents: Upon completion of the work, the A|E CONSULTANT shall compile for and deliver to the OWNER a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders and other data furnished by the Contractor. These Record Documents will show significant changes made during construction. Because these Record



*Contract Provisions – Design and Construction Services
Gilbert & West Town Drain*

IT'S THE PEOPLE

Documents are based on unverified information provided by other parties, which the A|E CONSULTANT shall assume will be reliable; the A|E CONSULTANT cannot and does not warrant their accuracy.

- H. Disputed Invoices: If the OWNER objects to any portion of an invoice, the OWNER shall so notify the A|E CONSULTANT in writing within ten (10) calendar days of receipt of the invoice. The OWNER shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after receipt of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest at one-and-one-half (1.5) percent (or the maximum rate allowable by law, whichever is less) shall be paid by the OWNER on all disputed invoice amounts that are subsequently resolved in the A|E CONSULTANT's favor and shall be calculated on the unpaid balance from the due date of the invoice.
- I. Abandonment of Work: If any work is abandoned or suspended, the A|E CONSULTANT shall be paid for services performed prior to receipt of written notice from the OWNER of abandonment or suspension.
- J. Errors and Omissions Insurance: The A|E CONSULTANT maintains an errors and omissions insurance policy as part of normal business practice. The OWNER agrees to limit the A|E CONSULTANT's liability to the OWNER and to all Construction Contractors and Subcontractors on the project due to the A|E CONSULTANT's negligent acts, errors, or omissions, such that the total aggregate liability of the A|E CONSULTANT to all those named shall not exceed \$15,000.
- K. Indemnification: The A|E CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER, its officers, directors and employees (collectively, OWNER) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the A|E CONSULTANT's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom the A|E CONSULTANT is legally liable.

The OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the A|E CONSULTANT, its officers, directors, employees and subconsultants (collectively, A|E CONSULTANT) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the OWNER's negligent acts in connection with the project and the acts of its contractors, subcontractors or consultants or anyone for whom the OWNER is legally liable.

Neither the OWNER nor the A|E CONSULTANT shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

- L. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the A|E CONSULTANT, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of

reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the OWNER and the A|E CONSULTANT shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

- M. Full-Time Construction Observation: The A|E CONSULTANT will provide full-time project representation in order to observe the progress and quality of the work completed by the Contractor. Such observation is not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather is to allow the A|E CONSULTANT, as an experienced professional, to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the Contract Documents.

The A|E CONSULTANT shall keep the OWNER informed about the progress of the work and shall endeavor to guard the OWNER against deficiencies in the work.

The A|E CONSULTANT shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.

The A|E CONSULTANT shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the work, or any agents or employees of any of them. The A|E CONSULTANT does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

- N. Jobsite Safety: Neither the professional activities of the A|E CONSULTANT, nor the presence of the A|E CONSULTANT or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies. The A|E CONSULTANT and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The OWNER agrees that the General Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the OWNER's contract with the General Contractor. The OWNER also agrees that the OWNER, the A|E CONSULTANT and the A|E CONSULTANT's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.
- O. Hazardous Materials: As used in this Agreement, the term *hazardous materials* shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the project site.



Both parties acknowledge that the A|E CONSULTANT's Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event the A|E CONSULTANT or any other party encounters any hazardous or toxic materials, or should it become known to the A|E CONSULTANT that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the A|E CONSULTANT's services, the A|E CONSULTANT may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the OWNER retains appropriate consultants or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

The OWNER agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless the A|E CONSULTANT, its officers, partners, employees and consultants (collectively, A|E CONSULTANT) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of the A|E CONSULTANT.

- P. Change Orders/Stop Work Orders: The A|E CONSULTANT and the OWNER agree that any construction contract change orders or stop work orders must be approved in writing by the OWNER.
- Q. Dispute Resolution: The OWNER agrees that all claims, disputes, and other matters in question between the parties arising out of or relating to this Agreement or breach thereof first shall be submitted for nonbinding mediation to any one of the following, as agreed to by the parties: American Arbitration Association, American Intermediation Service, Americord, Dispute Resolution, Inc., Endispute, or Judicate. Any party hereto may initiate mediation within the time allowed for filing for arbitration as set forth below and the parties hereto agree to fully cooperate and participate in good faith to resolve the dispute(s). The cost of mediation shall be shared equally by the parties hereto. Any time expended in mediation shall not be included in calculating the time for filing arbitration.

If mediation fails to resolve the claim or dispute, the matter shall be submitted to arbitration with the American Arbitration Association under the Construction Industry rules, unless the parties agree otherwise or unless a plaintiff not a party hereto institutes litigation in a court of competent jurisdiction and said court takes personal jurisdiction over one of the parties hereto regarding the same subject matter as in dispute between the parties hereto.

No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder, or in any other manner, any additional person not a party to this Agreement except by written consent of the parties and such consent to arbitration involving an additional person(s) shall not constitute consent to arbitration of any dispute not described therein. This Agreement to arbitrate and any agreement to arbitrate with an additional person(s) shall be specifically enforceable under the prevailing arbitration law.

The demand for arbitration shall be made within one (1) year of the date the claimant knew or should have known of the existence of the claim, dispute, or other matter. If the demand for



*Contract Provisions – Design and Construction Services
Gilbert & West Town Drain*

IT'S THE PEOPLE

arbitration is not effectuated within one (1) year, the claim, dispute, or other matter shall be forever barred and not mandatory.

The decision rendered by the arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. In the event either party makes a claim or brings action against the other party for any act arising out of the performance of the services hereunder, and the claimant fails to prove such claim or action, then the claimant shall pay all legal and other costs (including attorneys' fees) incurred by the other party in defense of such claim or action.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 14, 2009

RE: Agreement between Gilbert and West Town Intercounty Drain Drainage Board and Delhi Charter Township for Grading Activities Associated with Said Project

Enclosed for your review and approval is an Agreement between the Gilbert and West Town Intercounty Drain Drainage Board and Delhi Township for Grading Activities associated with said project.

That Drainage Board has established a Drainage District which is proceeding with a project to maintain and improve the Gilbert and West Town Intercounty Drain. The Township has requested the Drainage District to complete certain grading activities along their sanitary sewer route to prevent flooding/inflow into the sanitary sewer manholes.

This Agreement authorizes this Drainage District to perform the grading activities requested by the Township as part of the improvements to the drain.

Recommended Motion:

To approve the Agreement between the Gilbert and West Town Intercounty Drain Drainage Board and Delhi Township for Grading Activities associated with said project.

May 19

AGREEMENT

THIS AGREEMENT, made and entered this _____ day of _____, 2009, by and between the Gilbert and West Town Intercounty Drain Drainage Board, whose address is 525 W. Allegan Street, P.O. Box 30017, Lansing, Michigan 48909, ("Drainage Board") on behalf of the Gilbert and West Town Intercounty Drain Drainage District, ("Drainage District,"), and Delhi Charter Township, ("Township") whose address is 2074 Aurelius Road, Holt, Michigan 48842.

WHEREAS, the Gilbert and West Town Intercounty Drain ("Drain") is a legally established drain pursuant to Public Act 40 of 1956, as amended; and

WHEREAS, Drainage District is an established body corporate in the Counties of Ingham and Eaton and State of Michigan, pursuant to Act 40 of the Public Acts of 1956, as amended; and

WHEREAS, the Drainage District is proceeding with a project to maintain and improve the Drain pursuant to the provisions of Act 40 of the Public Acts of 1956, as amended ("Project"); and

WHEREAS, the Township has an existing 50 foot easement across each of the following parcels: 33-25-05-18-300-001 and 33-25-05-18-100-009, which are located within the Township near the intersection of Waverly and Holt Roads and are depicted in the attached Exhibit A ("Easements"); and

WHEREAS, the Township is the owner in fee of parcel 33-25-05-19-100-011, which is located within the Township and depicted in the attached Exhibit A; and

WHEREAS, the Township has requested that the Drainage District act as its agent and complete certain grading activities within the aforementioned parcels as part of the Project ("Grading Activities");

NOW, THEREFORE, the parties hereto agree as follows:

1. The Drainage District shall act on behalf of the Township to complete the Grading Activities within the Easements on the following parcels: 33-25-05-18-300-001 and 33-25-05-18-100-009, as depicted in the attached Exhibit A. The Drainage District shall also complete the Grading Activities on parcel 33-25-05-19-100-011, as depicted in the attached Exhibit A.
2. The Grading Activities shall be completed according to the plans and specifications prepared for the District by Fitzgerald Henne & Associates, Inc., dated February 23, 2009.
3. The Township shall not be responsible for the costs of the Grading Activities specified herein. The Grading Activities shall be paid for by the Drainage District as part of the Project; however, this Agreement does not alleviate or affect the Drainage District's ability to levy assessments to the Township for the operation, construction, maintenance or improvement of the Drain pursuant to MCL 280.1 *et seq*;

4. The Grading Activities described herein shall be completed by November 1, 2010, and as such, this Agreement shall expire on November 2, 2010 or upon completion of the project and completion of all warranty periods, whichever comes first.
5. The Township agrees to indemnify, hold harmless and pay the cost to defend the Drainage District, its representatives, agents and employees against any and all claims or liability whatsoever for injuries or damages allegedly sustained by any person or business as a result of the Grading Activities completed on the Township's behalf.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by the duly authorized officers as of the day and year first above written.

**GILBERT AND WEST TOWN
INTERCOUNTY DRAIN
DRAINAGE DISTRICT**

Dated: _____

Michael Gregg, Chairperson of the
Drainage Board

DELHI CHARTER TOWNSHIP

Dated: _____

STATE OF MICHIGAN)
) ss
COUNTY OF)

On this _____ day of _____, 2009, personally appeared Michael R. Gregg, Chairperson of the Gilbert and West Town Intercounty Drain Drainage Board on behalf of the Gilbert and West Town Intercounty Drain Drainage District, to me known to be the person described and who executed the foregoing instrument and acknowledge that he executed the same as his free act and deed.

Notary Public

State of Michigan, County of _____
My Commission Expires: _____
Acting in the County of _____

STATE OF MICHIGAN)
) ss
COUNTY OF)

On this _____ day of _____, 2009, personally appeared _____, of Delhi Charter Township, to me known to be the person described and who executed the foregoing instrument and acknowledge that he executed the same as his free act and deed.

Notary Public
State of Michigan, County of _____
My Commission Expires: _____
Acting in the County of _____

When Recorded Return To:
Michael R. Gregg
Michigan Department of Agriculture
525 W. Allegan Street
P.O. Box 30017
Lansing, MI 48909
(517) 373-9802
N:\Data\Client A-M\Gilbert ICD - 7247\Delhi Agreement.doc

Drafted By:

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 15, 2009

RE: Amendment No. 1 to Resolution No. 2009-018 – Annual Determination of Streetlight Assessments

Enclosed for your review and approval is Amendment No. 1 Resolution No. 2009-018 which would amend the annual streetlight assessments for Oakwood Executive Park.

At the May 6, 2009 Board meeting, the Board adopted Resolution No. 2009-018 which adjusted several streetlight districts, Oakwood Executive Park included, to provide for a fair and equitable assessment to the benefiting property owners within each district. This resolution also adjusted the annual assessments due to a rate increase imposed by the Lansing Board of Water and Light.

It has been discovered that the assessment roll for Oakwood Executive Park did not include the new streetlights along Development Drive.

Therefore, I recommend the Board adopt Amendment No. 1 to Resolution No. 2009-018 which would amend the assessment district/roll for Oakwood Executive Park per Exhibit A.

Recommended Motion:

To adopt Amendment No. 1 to Resolution No. 2009-018 which amends the Streetlight Special Assessment District/Roll for Oakwood Executive Park, per Exhibit A, to reflect rate increases imposed by the Lansing Board of Water and Light.



MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Friday, May 15, 2009

RE: Amendment 1 to Resolution 2009-018
BWL Rate Change Adjustment

At the May 6th Board meeting each of the BWL Streetlight Districts was adjusted to reflect a rate increase. The attachments to that resolution included a copy of each of the proposed Special Assessment District rolls and listed the new assessment amounts for each property. It was brought to our attention that the roll used for the Oakwood Executive Park (SL082) was the roll that existed prior to the recent amendment of that district to include the new lights along Development Drive. Obviously, this was an error which now must be corrected.

To that end, attached you will find a draft resolution which amends the May 6th resolution and specifies the correct roll for the Oakwood district. The rate change has been incorporated into the revised roll, as well as the new parcel information resulting from the recent land divisions that have occurred since original adoption of the expanded district.

I apologize for the confusion that this may have caused. We believe that the streetlight district information is currently in the best form from a historical perspective, however there is a lot of detail to manage. We will continue to try to improve this process to minimize the potential for accidental misrepresentations in the future, but in the meantime your understanding and patience is greatly appreciated. If you need any additional information, please don't hesitate to ask. Otherwise, please forward the attached, along with your concurrence to the Township Board for their consideration and action on May 19th.

DELHI CHARTER TOWNSHIP

AMENDMENT NO. 1 to RESOLUTION 2009-018

A RESOLUTION REGARDING ANNUAL DETERMINATION OF
STREETLIGHT ASSESSMENTS

At the 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 19th day of May, 2009, at 7:30 o'clock, p.m.

PRESENT:

ABSENT;

The following Resolution was offered by _____.

WHEREAS, Resolution 2009-018 was approved at the regular meeting of the Township Board of Trustees on the 6th day of May, 2009; and

WHEREAS, an error was discovered in the number of streetlights calculated for the Oakwood Executive Park Expansion Streetlight District (SL082) special assessment as shown in Exhibit A of Resolution 2009-018; and

WHEREAS, the Exhibit A pertaining to Streetlight District SL082 for the Oakwood Executive Park has been corrected and is provided as Exhibit A of this Resolution.

NOW THEREFORE BE IT RESOLVED THAT:

1. Pursuant to MCL 41.289c that Township Board does hereby determine that the amount to be levied for streetlight purposes within the Oakwood Executive Park Expansion Streetlight Assessment District (SL082) shall be and is hereby established as set forth in Exhibit A attached hereto; and

2. The assessor shall spread said amount upon the special assessment roll or a column provided in the regular tax roll, which assessment shall become due and be collected at the same time as other Township taxes are assessed, levied and collected, and shall be returned in the same manner for non-payment.

AYES:

NAYES:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 19th day of May, 2009.

IN WITNESS WHEREOF, I have hereto affixed my official signature this ____ day of May 2009.

Evan Hope, Township Clerk

**Exhibit A: Amendment No. 1 to Resolution #2009-018
Oakwood Executive Park Expansion Streetlight Assessment District
SL082**

Delhi Charter Township Special Assessment Roll SL082

Oakwood Executive Park Expansion Streetlight Assessment

Parcel Number	Lot Number	Benefits	2010 et al Roll
33-25-05-02- 400-008	MB	7	\$3,239.44
400-007	MB	2	\$925.56
401-003	3	1	\$462.78
401-004	4	1	\$462.78
401-005	5	1	\$462.78
401-007	6 + MB	1	\$462.78
401-008	1 + MB	1	\$462.78
402-003	9	1	\$462.78
402-004	10	1	\$462.78
402-008	7,8,11, 12 + MB	4	\$1,851.11
403-004	14 + 15	2	\$925.56
403-005	13 + MB	1	\$462.78
404-001	16	1	\$462.78
405-001	27	1	\$462.78
405-002	28	1	\$462.78
405-003	29	1	\$462.78
	Total Roll	27	\$12,495.00

\$245.00 per light per year times 51 lights equals	\$12,495.00
\$12,495.00 divided by # of benefits equals	\$462.78
\$462.78 times # of benefits equals	\$12,495.00

Evan Hope, Clerk

Date

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 12, 2009

RE: Resolution No. 2009-019 – Road Improvement Special Assessment District/Roll – Veltema Drive (from Willoughby Road to Bush Gardens)

On May 6, 2009, the Township Board adopted Resolution No. 2009-015, which set a public hearing for May 19, 2009 at 8:00 p.m. to hear objections to the Special Assessment District Roll for Road Improvements for Veltema Drive from Willoughby Road to Bush Gardens.

It has been determined that the final cost estimates for this road improvement project to be \$53,418. Fifty percent of this final cost estimate is \$26,709, which is the amount to be assessed against the benefiting property owners in this district. The remaining fifty percent will be funded through the Ingham County Road Commission's Local Road Improvement Program.

The attached Resolution No. 2009-019, is the fifth and final resolution, which adopts the Special Assessment District Roll at \$1,908 per benefit.

Upon closing the public hearing, I offer the following motion for the Board's consideration.

Recommended Motion:

To adopt Resolution No. 2009-019, which is the fifth of five resolutions, which adopts and confirms the Special Assessment District Roll for Road Improvements for Veltema Drive (from Willoughby Road to Bush Gardens) in the amount of \$26,709 for ten (10) years at an interest rate of 6.0% per annum.

DELHI CHARTER TOWNSHIP

RESOLUTION 2009 - 019

THIS IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS ON VELTEMA DRIVE FROM WILLOUGHBY ROAD TO BUSH GARDENS.

At a Regular Meeting of the Township Board, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 19th day of May, 2009, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____.

WHEREAS, pursuant to due notice to all interested parties, this Board did meet on Tuesday, the 19th day of May, 2009 at 8:00 o'clock p.m., at the Delhi Township Community Services Center, in the Charter Township of Delhi for the purpose of reviewing the special assessment roll and hearing any objections hereto for the street improvements for ***Veltema Drive from Willoughby Road to Bush Gardens***, and

WHEREAS, at the time and place designated for said meeting, the meeting was duly called to order, and the Township Supervisor announced the opening of the hearing for objections to the special assessment roll prepared by the Supervisor and on file with the Township Clerk, said roll assessing the cost of street improvements for ***Veltema Drive from Willoughby Road to Bush Gardens*** against benefiting properties; and

WHEREAS, objections were heard or filed in writing with the Township Clerk and the following adjustment or corrections were made, if any listed immediately below:

INSERT ADJUSTMENTS TO THE ROLL HERE, IF ANY.

and,

WHEREAS, the Township Board desires to confirm the special assessment roll attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Delhi, Ingham County, Michigan, as follows:

1. Township Board does hereby designate the special assessment project as "Street Improvements for ***Veltema Drive from Willoughby Road to Bush Gardens***", and the special assessment roll shall be designated the same.

2. The Street Improvements for *Veltema Drive from Willoughby Road to Bush Gardens* Assessment District Special Assessment Roll in the final amount of **\$26,709.00**, as prepared and reported to the Township Board by the Supervisor is hereby adopted and confirmed, and the Township Clerk is hereby directed to endorse thereon this date of confirmation.
3. That the special assessment roll shall be divided into ten (10) equal annual installments. The first such installment to be due on December 1, 2009, and the following installments to be due on December 1 of succeeding years thereafter. Said special assessments may be paid in full on or before October 30, 2009, without interest; thereafter, said installments of the special assessment roll shall bear interest at the rate of 6% per annum, commencing on the 31st day of October, 2009, payable annually on the due date of each installment after the first installment. If any installment is not paid when due, then the same shall be deemed to be delinquent, and there shall be collected thereon, in addition to the interest above provided, a penalty at the rate of 1% for each month or fraction thereof that the same remains unpaid before being reported for reassessment upon the Township roll. In the event the Township Board determines it is in the best interest of the district and the Township at large to issue bonds pledging the receipts of said special assessment roll and the full faith and credit of the Township; then and in that event, the interest on the unpaid installments shall be adjusted to not more than 1% greater than the average interest rate at which the bonds were sold. Said interest shall be payable annually on each installment due date.
4. Any of the unpaid balance due on the special assessment roll may be paid in full on any installment date, together with the interest due on said payment date.
5. The assessments made in said special assessment roll are hereby ordered and directed to be collected. The Township Clerk shall deliver said special assessment roll to the Township Treasurer to collect the assessments therein in accordance with the direction of the Township Board with respect thereto, and the Treasurer is authorized and directed to collect the amounts assessed as they become due pursuant to the terms of this resolution and the provisions of the applicable statutes of the State of Michigan.
6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

Special Assessment Roll for Street Improvements to:
Veltema Drive from Willoughby Road to Bush Gardens

PARCEL #	OWNER NAME	ADDRESS	COST PER		
			BENEFIT	BENEFIT	ASSESSMENT
33-25-05-13-128-004	OLIVER, PAUL D & DEBRA J	2454 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-009	FIEDLER, JOHN T & MARJORIE	2396 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-128-003	BRUINING, HENRY & NANCY A	2460 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-128-002	KING, KEVIN J & SHERRI C	2468 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-006	DENSMORE, LEONA F	2430 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-007	COON, HEIDI & DOUGLAS	2418 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-130-008	LETNER, EARNEST & DONNA	2408 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-007	BETHKA, CAROLYN A	2457 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-008	STEWART, JAMES H & BEVERLY J	2451 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-009	ROSENRETER, ROGER L	2435 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-129-005	DIETZ, GREGORY T & JENIFER	2401 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-129-004	FEINAUER, LORI A	2417 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-005	BENNETT, DAVID A & LINDA L	2471 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
33-25-05-13-127-006	HUBBARD, HARRY G & YVONNE	2463 VELTEMA DRIVE HOLT MI 48842	1	\$1,908	\$1,908
TOTALS			14	\$26,709	\$26,709

DELHI CHARTER TOWNSHIP

**SUPERVISOR'S CERTIFICATE OF
SPECIAL ASSESSMENT ROLL FOR**

**CONSTRUCTION OF STREET IMPROVEMENTS FOR VELTEMA DRIVE FROM
WILLOUGHBY ROAD TO BUSH GARDENS.**

I, Stuart Goodrich, the duly elected Supervisor of the Charter Township of Delhi, do hereby certify that the attached special assessment roll was made pursuant to Resolution No. 2009-019 of the Board of Trustees of the Charter Township of Delhi, adopted on the 6th day of May, 2009.

Further, in making said roll, I have exercised my best judgment, and to the best of my knowledge, said roll conforms in all respects to the directions contained in said resolution and the statutes of the State of Michigan.

Dated this _____ day of May, 2009.

DELHI CHARTER TOWNSHIP

Stuart Goodrich, Township Supervisor

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 12, 2009

RE: Resolution No. 2009-020 – Road Improvement Special Assessment District/Roll – Archwood Drive and Dublin Circle

On May 6, 2009, the Township Board adopted Resolution No. 2009-017, which set a public hearing for May 19, 2009 at 8:00 p.m. to hear objections to the Special Assessment District Roll for Road Improvements for Archwood Drive and Dublin Circle.

It has been determined that the final cost estimates for this road improvement project to be \$71,489. Fifty percent of this final cost estimate is \$35,745, which is the amount to be assessed against the benefiting property owners in this district. The remaining fifty percent will be funded through the Ingham County Road Commission's Local Road Improvement Program.

The attached Resolution No. 2009-020, is the fifth and final resolution, which adopts the Special Assessment District Roll at \$1,192 per benefit.

Upon closing the public hearing, I offer the following motion for the Board's consideration.

Recommended Motion:

To adopt Resolution No. 2009-020, which is the fifth of five resolutions, which adopts and confirms the Special Assessment District Roll for Road Improvements for Archwood Drive and Dublin Circle in the amount of \$35,745 for ten (10) years at an interest rate of 6.0% per annum.

DELHI CHARTER TOWNSHIP

RESOLUTION 2009 - 020

THIS IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS ON ARCHWOOD DRIVE AND DUBLIN CIRCLE.

At a Regular Meeting of the Township Board, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 19th day of May, 2009, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____.

WHEREAS, pursuant to due notice to all interested parties, this Board did meet on Tuesday, the 19th day of May, 2009 at 8:00 o'clock p.m., at the Delhi Township Community Services Center, in the Charter Township of Delhi for the purpose of reviewing the special assessment roll and hearing any objections hereto for the street improvements for ***Archwood Drive from Catalina to the end and Dublin Circle from Archwood Drive to the end***, and

WHEREAS, at the time and place designated for said meeting, the meeting was duly called to order, and the Township Supervisor announced the opening of the hearing for objections to the special assessment roll prepared by the Supervisor and on file with the Township Clerk, said roll assessing the cost of street improvements for ***Archwood Drive from Catalina to the end and Dublin Circle from Archwood Drive to the end*** against benefiting properties; and

WHEREAS, objections were heard or filed in writing with the Township Clerk and the following adjustment or corrections were made, if any listed immediately below:

INSERT ADJUSTMENTS TO THE ROLL HERE, IF ANY.

and,

WHEREAS, the Township Board desires to confirm the special assessment roll attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Delhi, Ingham County, Michigan, as follows:

1. Township Board does hereby designate the special assessment project as "Street Improvements for ***Archwood Drive from Catalina to the end and Dublin Circle from Archwood Drive to the end***", and the special assessment roll shall be designated the same.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 19th day of May, 2009.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of May, 2009.

Evan Hope, Township Clerk

Special Assessment Roll for Street Improvements to:
Archwood Drive from Catalina to the end and
Dublin Circle from Archwood Drive to the end

PARCEL NUMBER	OWNER NAME	OWNER ADDRESS				COST PER		TOTAL
						BENEFITS	BENEFIT	ASSESSMENT
33-25-05-23-452-008	BOUCK, KYLE W & WENDY L	4160 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-009	DOSS, GREGORY LEE & DEBRA A	4150 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-007	SPANIOLO, JAMES & JOSEPHINE	4168 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-006	BARE, RODNEY H & SANDRA L	1575 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-006	DUDLEY, JAY S	1560 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-013	RUDDY, NANCY L	4149 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-451-001	CAMPBELL, PAMELA A	4119 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-406-012	GRASSE, ERIC J & CHERIS L	4120 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-001	BROWN, JEANNE K & COLLIN A	1535 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-004	COOK, CHRISTIAN D & CARRIE A	4155 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-010	JENSEN, RICK A & CYNTHIA S	4140 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-002	GADSON, DAMION & LASHA	1543 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-005	SANDERS, TIMOTHY & DIANE B	1567 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-011	ANDERSON, JOHN M & CHERYL L	4130 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-012	REUSCHLEIN, PHILIP & CHAVEZ, AMY L	4139 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-007	WILLIAMS, THOMAS J & LORI A	4176 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-005	CHRISTENSEN, KATHLEEN A	4165 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-001	EATON INTERMEDIATE SCHOOL DISTRICT	1790 E PACKARD HIGHWAY	CHARLOTTE	MI 48813	1		\$1,191.50	\$1,191.50
33-25-05-23-452-002	PHILO, JOSEPH H & DEBRA S	4139 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-013	NAEYAERT, ROBIN M	4128 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-014	BYRNE, MARGUERITE I AND	4159 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-008	HUISJEN, HENRY J & JANINE M	4168 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-003	DANIEFF, PHILLIP	11636 HOLT HIGHWAY	DIMONDALE	MI 48821	1		\$1,191.50	\$1,191.50
33-25-05-23-453-004	SMITH, CRAIG T & DOROTHY E	1559 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-003	PULIDO, ROLDOFO O & JULIA A	4147 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-012	DOMZALSKI, TERRY J & SUSAN M	4136 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-011	BUTLER, TIMOTHY R & MICHELLE D	4144 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-009	HICKMAN, TRICIA M	4160 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-452-015	BURNETT, PATRICIA AND	4169 DUBLIN CIRCLE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
33-25-05-23-453-010	TRAVIS, ANGELA F	4152 ARCHWOOD DRIVE	HOLT	MI 48842	1		\$1,191.50	\$1,191.50
					TOTALS:	30	\$35,745	\$35,745

DELHI CHARTER TOWNSHIP

**SUPERVISOR'S CERTIFICATE OF
SPECIAL ASSESSMENT ROLL FOR**

**CONSTRUCTION OF STREET IMPROVEMENTS FOR ARCHWOOD DRIVE AND
DUBLIN CIRCLE.**

I, Stuart Goodrich, the duly elected Supervisor of the Charter Township of Delhi, do hereby certify that the attached special assessment roll was made pursuant to Resolution No. 2009-020 of the Board of Trustees of the Charter Township of Delhi, adopted on the 6th day of May, 2009.

Further, in making said roll, I have exercised my best judgment, and to the best of my knowledge, said roll conforms in all respects to the directions contained in said resolution and the statutes of the State of Michigan.

Dated this _____ day of May, 2009.

DELHI CHARTER TOWNSHIP

Stuart Goodrich, Township Supervisor



MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Wednesday, May 13, 2009

RE: Zoning Ordinance Amendment 39.152 – MZEA Amendments

As you know, in 2008 there were amendments to Public Act 110 (the “Michigan Zoning Enabling Act” or MZEA) which were directed at clarifying some aspects of the existing Act and adding new requirements for notification and public hearings in certain instances. As a result of these legislative changes, some sections of Delhi Township’s Zoning Ordinance (ZO) must be modified. Attached are proposed amendments that will bring the Township’s ZO into conformance with the enabling legislation. Specifically, you’ll notice the following substantive changes:

- Additional details about what information must be included in public hearing notices, when notice must be provided and how.
- Clarification of when “occupants” (not owners) must receive separate notification of public hearing.
- A new requirement that an appeal from a Zoning Board of Appeals (ZBA) decision (to the courts) must be made within 30 days after the decision is certified in writing or 21 days after the minutes are approved.
- Information about when the Planning Commission (PC) and Township Board representative members to the ZBA should not vote.
- Incorporation of mandated time frames, noticing and hearing procedures for the discontinuance or abandonment of a legal non-conforming uses.

At their meeting on May 11, 2009 the PC held a public hearing on the proposed amendments. No one was present at the hearing. The PC made the following motion:

Donaldson moved to recommend adoption of Zoning Ordinance No. 39.152 to the Township Board. Second by O’Hara.

Roll Call Vote:

Ayes: Zietlow, Warfield, Weaver, O’Hara, Leaf,

Donaldson

Nays: None

Motion Carried.

I have also attached a draft excerpt from the meeting minutes and a “strikeout” copy of the proposed amendments. 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 to the Township Board for the consideration and action at the May 19th meeting. Thank you.

Recommended Motion to Approve:

To adopt Case No. 09-859 amending Zoning Ordinance No. 39 in accordance with recent changes to Public Act 110 (the “Michigan Zoning Enabling Act”), as recommended by the Planning Commission at their May 11, 2009 meeting (Zoning Ordinance No. 39.152).

-OR-

Recommended Motion to Deny:

To deny Case No. 09-859 amending Zoning Ordinance No. 39 in accordance with recent changes to Public Act 110 (the “Michigan Zoning Enabling Act”).

DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

PROPOSED ZONING ORDINANCE NO. 39.152
ZONING CASE #09-859

An Ordinance to amend certain sections of the Delhi Charter Township Zoning Ordinance No. 39 in accordance with the Provisions of Act 110 of the Public Acts of 2006, and Act 359, of the Public Acts of 1947, as amended.

PREAMBLE

AN ORDINANCE TO AMEND THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE; AND SPECIFICALLY SECTION 4.2.4, "HEARINGS," TO PROVIDE FOR NOTICE OF HEARINGS BEFORE THE ZONING BOARD OF APPEALS; SECTION 4.2.5, "DECISIONS," TO PROVIDE FOR FINALITY OF DECISIONS OF THE ZONING BOARD OF APPEALS; SECTION 4.2.7, "CONFLICTS," TO PROHIBIT VOTING ON ISSUES IN THE EVENT OF CERTAIN CONFLICTS; SECTION 4.4.3(4), "HEARINGS," TO PROVIDE FOR NOTICE OF PUBLIC HEARING UPON REQUEST OF A VARIANCE; SECTION 6.7.5, "DISCONTINUANCE OR ABANDONMENT," TO PROVIDE FOR A HEARING UPON DISCONTINUANCE OR ABANDONMENT OF A NON-CONFORMING USE; SECTION 8.1.2, "PERMIT PROCEDURES," TO PROVIDE FOR PUBLICATION AND NOTICE OF HEARINGS RELATING TO SPECIAL USE PERMIT REQUESTS; SECTION 9.3.4, "PUBLIC HEARING," TO PROVIDE FOR NOTICE OF HEARINGS RELATING TO ORDINANCE AMENDMENTS; SECTION 9.3.5, "ACTION BY TOWNSHIP BOARD," TO PROVIDE FOR PROPERTY OWNER REQUEST FOR PUBLIC HEARING ON A PROPOSED ORDINANCE REVISION; AND TO PROVIDE AN EFFECTIVE DATE HEREOF. ALL AMENDMENTS LISTED ABOVE WILL AFFECT THE ENTIRE TOWNSHIP.

The Charter Township of Delhi, Ingham County, Michigan, ordains:

SECTION I. AMENDMENT OF THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE, SECTION 4.2.4 "HEARINGS", SECTION 4.2.5 "DECISIONS" AND TO CREATE SECTION 4.2.7 "CONFLICTS".

Section 4.2.4, "Hearings," Section 4.2.5 "Decisions" shall be and is hereby amended to read as follows and Section 4.2.7, "Conflicts," shall be and is hereby added to read as follows:

4.2.4 HEARINGS

When a notice of appeal has been filed in proper form with the Director of Community Development, the Township staff shall place said request for appeal on the calendar for hearing and, **not less than fifteen (15) days before the date of the hearing**, shall cause notice of the hearing to be published in a newspaper of general circulation in the Township, and a copy of said notice shall be sent to the person requesting a Zoning Board of Appeals interpretation or an appeal. ~~not less than fifteen (15) days before the date of the hearing.~~

~~The Notice shall state the time, date and place of the hearing.~~ In addition, if a request for an interpretation or appeal of an administrative decision involves a specific parcel, a written notice stating the nature of the requested interpretation or appeal and the time, date and place of the proposed hearing shall be sent by first class mail or personal delivery to all persons to whom real property is assessed within three hundred (300) feet of the boundary of the property in question, and to the occupants of all structures within 300 feet of the property in question, including those residing outside of the Township. **The Notice must describe the nature of the request, state when and where the request will be considered, indicate when and where comments will be received concerning the request, indicate the property that is the subject of the request, and for a request involving ten (10) or fewer adjacent properties, the Notice shall include a listing of all existing street addresses within the property.**

Notification need not be given to more than one occupant of a structure, except that, if a structure contains more than one dwelling unit or spatial area owned or leased by different persons, one occupant of each unit or spatial area shall be given notice. If a single structure contains more than four dwelling units or other distinct spatial areas owned or leased by different persons, notice may be given to the manager or owner of the structure, who shall be requested to post the notice at the primary entrance to the structure.

Any person may appear and testify at the hearing, either in person or by duly authorized agent or attorney. The Zoning Board of Appeals may recess such hearings from time to time and, if the time and place of the continued hearing is publicly announced at the time of adjournment of the Zoning Board of Appeals hearing, no further notice shall be required.

4.2.5 DECISIONS:

The Zoning Board of Appeals shall return a decision upon each case within one hundred twenty (120) days after a request or appeal has been filed, unless a further time is agreed upon between the parties concerned. **An appeal from a decision of the Zoning Board of Appeals shall be filed within thirty (30) days after the Zoning Board of Appeals issues its decision in writing, signed by the Chairperson, if there is a Chairperson, or signed by the members of the Zoning Board of Appeals, if there is no Chairperson, or within twenty-one (21) days after the Zoning Board of Appeals approves the minutes of its decision.** ~~A decision of the Zoning Board of Appeals shall not become final until the Zoning Board of Appeals certifies its decision in writing, or approves the minutes of its decision.~~

4.2.7 CONFLICTS

A member of the Zoning Board of Appeals who is also a member of the Planning Commission or the Township Board shall not participate in a public hearing on or vote on an appeal originating from the same matter that the member voted on as a member of the Planning Commission or the Township Board. However, the

member may consider and vote on other unrelated matters or variance requests involving the same property.

SECTION II. AMENDMENT OF THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE, SECTION 4.4.3(4) “HEARINGS”.

Section 4.4.3(4), “Hearings,” shall be and is hereby amended as follows:

4.4.3 VARIANCES:

The Zoning Board of Appeals, upon a showing of practical difficulty or difficulties, shall have the power to authorize, upon an appeal, specific variances from such requirements as lot area and width regulations, building height and bulk regulations, yard and depth regulations, and off-street parking and loading space requirements, PROVIDED that no use variances shall be considered or granted by the Zoning Board of Appeals. The granting of any variance as permitted herein shall be predicated upon a demonstration that all of the BASIC conditions listed herein and any one of the SPECIAL conditions listed thereafter can be satisfied.

- 1) **BASIC CONDITIONS:** That any variance granted from this Ordinance:
 - a) Will not be contrary to the public interest or to the intent and purpose of this Ordinance.
 - b) Shall not permit the establishment within a district of any use, which is not permitted by right within that zone district, or any use or dimensional variance for which a special use permit is required.
 - c) Will not cause a substantial adverse effect upon property values in the immediate vicinity or in the district in which the property of the applicant is located.
 - d) Will relate only to property that is under control of the applicant.
- 2) **SPECIAL CONDITIONS:** When ALL of the forgoing basic conditions can be satisfied, a variance may be granted when any ONE of the following special conditions can be clearly demonstrated:
 - a) Where there are exceptional or extraordinary circumstances or physical conditions such as narrowness, shallowness, shape, or topography of the property involved, or to the intended use of the property, that do not generally apply to other property or uses in the same zoning district. Such circumstances or conditions shall not have resulted from any act of the applicant subsequent to the adoption of this Ordinance.
 - b) Where such variation is necessary for the preservation of a substantial property right possessed by other properties in the same zoning district.

- 3) RULES: The following rules shall be applied in the granting of variances:
- a) The Zoning Board of Appeals may specify, in writing, such conditions regarding the character, location and other features that will in its judgment, secure the objectives and purposes of this Ordinance. The breach of any such conditions shall automatically invalidate the permit granted.
 - b) Each variance granted under the provisions of this Ordinance shall become null and void unless:
 - i. The construction authorized by such variance or permit has been commenced within six (6) months after the granting of the variance. The Director of Community Development may, upon written request, grant no more than two six (6) month extensions.
 - ii. The occupancy of land, premises, or buildings authorized by the variance has taken place within one (1) year after the granting of the variance.
 - c) No application for a variance which has been denied wholly or in part by the Zoning Board of Appeals shall be resubmitted for a period of one (1) year from the date of the last denial, except on the grounds of newly discovered evidence or proof of changed conditions found upon inspection by the Zoning Board of Appeals to be valid.
- 4) HEARINGS: Following receipt of a written request for a variance, a public hearing shall be scheduled with notice given as **provided in subsection 4.2.4 (Hearings) of this Article.** ~~required by Section 103 of Act 110 of the Public Acts of 2006 (MCL-125.3103) and as said statute may be amended from time to time.~~

SECTION III. AMENDMENT TO THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE, SECTION 6.7.5 “DISCONTINUANCE OR ABANDONMENT”.

Section 6.7.5, “Discontinuance or Abandonment,” shall be and is hereby amended to read as follows:

6.7.5 DISCONTINUANCE OR ABANDONMENT: When any legal non-conforming use has been discontinued for the continuous period of one (1) year or for eighteen (18) months during any three (3) year period, such discontinuation shall be considered conclusive evidence of an intention to legally abandon the non-conforming use. At the end of this period of abandonment, the non-conforming use shall not be re-established, and any future use shall be in conformity with the provisions of this Ordinance. Prior to termination of a non-conforming use due to abandonment or discontinuation, the Township shall provide written notice of its intent to terminate such non-conforming use to the property owner identified in the Township’s most recent property tax rolls, by personal delivery or by first class mail. Said notice shall provide the date, time and place where and when a public

hearing will be held on the question of such abandonment or discontinuance. The public hearing shall be conducted by the Township Board with a final determination made by the same. ~~Whenever a nonconforming use has been discontinued for twelve (12) consecutive months or for eighteen (18) months during any three-year period, such discontinuance shall be considered conclusive evidence of an intention to abandon legally the nonconforming use. At the end of this period of abandonment, the nonconforming use shall not be re-established and any future use shall be in conformity with the provisions of this Ordinance.~~

SECTION IV. AMENDMENT TO THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE, SECTION 8.1.2 “PERMIT PROCEDURES”, PARAGRAPH 3, “PLANNING COMMISSION REVIEW AND HEARING”.

Section 8.1.2, “Permit Procedures,” Paragraph 3, “Planning Commission Review and Hearing,” shall be amended to read as follows:

8.1.2 PERMIT PROCEDURES: An application for a special use permit for any land or structure use permitted under this Article shall be submitted and processed under the following procedures:

- 1) Submission of Application: Any application shall be submitted through the Township Clerk on a special form for that purpose. Each application shall be accompanied by the payment of a fee as established by the Township Board to cover costs of processing the application. No part of any fee shall be refundable.
- 2) Data Required: Every application shall be accompanied by the following information and data:
 - a) The special form supplied by the Township Clerk filled out in full by the applicant, including a statement of supporting evidence concerning the required findings specified in Section 8.1.3.
 - b) Site plan, plot plan, or development plan, drawn to scale of not more than (1” = 100’), of the total property involved showing the location of all abutting streets, the location of all existing and proposed structures and their uses, and the location and extent of all above-ground development, both existing and proposed.
 - c) Preliminary plans and specifications of the proposed development and for all construction.
 - d) All interested parties desiring use of permit shall sign application.
- 3) Planning Commission Review and Hearing: The application, along with all required data, shall be transmitted to the Planning Commission for review and

the Planning Commission shall publish one (1) notice in a newspaper of general circulation **in the Township** that a request for special land use approval has been received and that a public hearing on the special land use request may be requested by any property owner or occupant of any structure located within three hundred (300) feet of the property being considered for the special land use, regardless of whether the property owner or occupant is located within the Township. Such request for public hearing shall be made in writing to the Township by no later than 5:00 p.m. the second Monday after the notice first appeared in the newspaper. ~~Notice shall be given not less than fifteen (15) days before the date the application will be considered for approval, and shall describe the nature of the request and provide the date, time and place of the Planning Commission meeting at which it will be considered. In addition, the notice shall describe the property involved and provide a list of all street addresses, if any, within the property involved, and indicate where and when written comments will be received concerning the request.~~ A public hearing shall not be held unless requested by the Township officials, by the applicant, or by property owner or occupants within 300 feet. If requested, **publication and notice shall be made in the same manner as in Section 9.3.4 of this Ordinance.** ~~notice shall be given as set forth above.~~

- 4) Township Board Action: Upon receipt of the Planning Commission's recommendation by the Clerk, the Township Board shall consider the special use permit application at its next regular meeting. The Township Board shall approve or disapprove the recommendations of the Planning Commission. Only upon approval of the Township Board may a special use permit be issued by the Township Clerk.
- 5) Special Use Permits issued under this section shall be valid for an indefinite period of time unless otherwise indicated on the permit. If a complete application for Site Plan Review pursuant to Section 3.3 of this Ordinance has not been submitted within one (1) year of the date of approval of the Special Use Permit by the Township Board, the Special Use Permit shall automatically become null and void, and all rights thereunder shall terminate. Upon written request filed prior to termination of the one (1) year period, the Planning Commission may recommend to the Township Board authorization or denial of an extension of the time limit for a period of not more than one (1) year without the necessity of holding another public hearing.
- 6) The Township Board shall have the authority to revoke any Special Use Permit after it has been proved that the holder of the permit has failed to comply with any of the applicable requirements in Article VIII. After a revocation notice has been given, the use of which the permit was granted must cease within sixty (60) days.
- 7) Reapplication: No application for a Special Use Permit which has been denied wholly or in part by the Township Board shall be resubmitted until the expiration

of one (1) year or more from the date of such denial, except on the grounds of newly-discovered evidence or proof of changed conditions.

SECTION V. AMENDMENT OF DELHI CHARTER TOWNSHIP ZONING ORDINANCE, SECTION 9.3.4, “PUBLIC HEARING.”

Section 9.3.4, “Public Hearing,” shall be and is hereby amended to read as follows:

9.3.4 PUBLIC HEARING. The Planning Commission shall conduct a public hearing on any request for an amendment to the Zoning Ordinance or Zoning District Map and shall provide notice **to the owners of property that is the subject of the request. Notice shall also be given to all persons to whom real property is assessed within three hundred (300) feet of the property that is the subject of the request, and to the occupants of all structures within 300 feet of the subject property, regardless of whether such occupants are located in the Township. Notification need not be given to more than one occupant of a structure, except that if a structure contains more than one dwelling unit or spatial area, owned or leased by different persons, one occupant of each unit or spatial area shall be given notice. If a single structure contains more than four dwelling units or other distinct spatial areas owned or leased by different persons, notice may be given to the manager or owner of the structure, who shall be requested to post the notice at the primary entrance to the structure.**

Notice is considered to be given when personally delivered or when deposited during normal business hours for delivery with the United States Postal Service or other public or private delivery service, and shall be given not less than fifteen (15) days before the date the request will be considered. If the name of the occupant is not known, the term “occupant” may be used for the intended recipient of the Notice.

The Notice must describe the nature of the request, state when and where the request will be considered, indicate when and where comments will be received concerning the request, indicate the property that is the subject of the request, and, for a request involving ten (10) or fewer adjacent properties, the Notice shall include a listing of all existing street addresses within the property. ~~as required by Sections 103 and 202 of Act 110 of the Public Acts of 2006 (MCL 125.3103 and 125.3202).~~

SECTION VI. AMENDMENT OF THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE, SECTION 9.3.5, “ACTION BY TOWNSHIP BOARD.”

Section 9.3.5, “Action by Township Board,” shall be and is hereby amended to read as follows:

9.3.5 ACTION BY TOWNSHIP BOARD. Immediately after reaching a decision, the Planning Commission shall transmit its recommendation and a summary of comments received at the public hearing to the Township Board. The Township Board may hold an additional hearing or hearings if it considers same to be necessary and, **if so, shall**

publish notice of the hearing in a newspaper of general circulation in the Township not less than fifteen (15) days before the date of the hearing. The Township shall ~~grant~~ hold a hearing on a proposed Ordinance ~~revision provision if requested by a~~ **to an interested property owner who request a hearing** by certified mail, addressed to the Township Clerk of the Township. **Notice is considered to be given when personally delivered or when deposited during normal business hours for delivery with the United States Postal Service or other public or private delivery service at least 15 days before the date the hearing will be held. The publication and notice shall contain the same information as required by subsection 9.3.4 of this Article.** ~~Notice of such hearing shall be given as provided by Sections 103 and 202 of Act 110 of the Public Acts of 2006.~~

If it so desires, the Township Board may refer any proposed amendments to the Planning Commission for recommendation and comment within a time specified by the Township Board.

SECTION VII. CONTINUED EFFECT OF SECTIONS NOT AMENDED.

Except as expressly amended herein, all other provisions of the Delhi Charter Township Zoning Ordinance shall remain in effect.

SECTION VIII. 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 IX. EFFECTIVE DATE

This Ordinance shall become effective immediately upon its adoption and publication as provided by law.

First Reading: _____
First Publication: _____
Second Reading: _____
Second Publication (Posting): _____
Effective Date: _____

Stuart Goodrich, Supervisor

Evan Hope, Clerk

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

**EXCERPT FROM DRAFT 5/11/09
PLANNING COMMISSION MEETING MINUTES**

**Public Hearing: Case 09-859, Text Amendment to Zoning Ordinance -
39.152 - MZEA**

Open public hearing @ 9:35PM

Closed public hearing @ 9:35PM

Discussion: None

Donaldson moved, seconded by O'Hara, to recommend adoption of Zoning Ordinance No. 39.152 to the Township Board.

ROLL CALL VOTE:

Aye: Donaldson, Hayhoe, Leaf, O'Hara, Warfield, Weaver, Zietlow

Absent: Craig, Goodall

Nay:

MOTION CARRIED

14) Supervisor's Report

a) Reminder of Joint DDA Meeting – June 2nd at 6:00 p.m.

15) Treasurer's Report

16) Clerk's Report

17) Trustee Reports



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

ROBERT J. KLEINE
STATE TREASURER

May's Report

DATE: May 13, 2009
TO: Assessors and Equalization Directors
FROM: State Tax Commission
SUBJECT: 2010 Equalization

The State Tax Commission at their meeting on May 11, 2009 adopted the following:

1. The Commission orders the use of single year sales studies for 2010 for the residential class for all local units. County Equalization Directors on behalf of their local units may request an exception to this order. In order to request an exception, Equalization Directors must present compelling evidence to support the use of a two year study. Requests for an exception should be directed to Kelli Sobel, Executive Secretary State Tax Commission at P.O. Box 30471 Lansing 48909 or via email at sobelk2@michigan.gov.
2. Effective beginning with 2010 Equalization, the sales study dates are changed as follows:

Two Year Study: November 1, 2007 through October 31, 2009
Single Year Study: November 1, 2008 through October 31, 2009
3. The Commission authorizes the use of a single year study in the first of an increasing market if a single year study was used in the prior year.

DELHI CHARTER TOWNSHIP
Department of Community Development

April 2009 Activity Report

New Permits:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits</u>	<u>Total Inspections</u>
Building	11	36	53
Electrical	4	8	27
Mechanical	7	13	29
Plumbing	4	11	19
Totals	26	68	128

Soil Erosion Permits & APA Projects:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits/New Projects</u>	<u>Total Inspections</u>
Soil Erosion	2	3	114
Soil Erosion Waivers	0	0	0
APA Projects	0	4	43
Totals	2	7	157

New Code Enforcement Cases:

<u>Category</u>	<u>DDA Area Cases</u>	<u>Total Cases</u>
Building Maintenance	7	13
Fence Violation	1	1
Junk & Debris	0	2
Junk Vehicles	4	7
Miscellaneous	6	8
Noxious Weeds	0	0
Sidewalk Snow	0	0
Sign	0	1
Site Plan	0	0
Yard Parking	2	2
Improper Zoning Use	1	1
Totals	21	35
Total # of Inspections	72	

Rental Program Information:

Number of New Registered Rental Properties	15
Number of Rental Reinspections	32
Number of Rental Investigations	4
Number of Rental Cycle Inspections	7

Civil Infraction/Abatement Information:

Abatement/Clean-ups	1
<i>Abatement/Clean-up Fees Issued (Year to Date)</i>	\$501.72
Civil Infractions Issued	3
<i>Civil Infraction Fines Issued (Year to Date)</i>	\$1,425.00

DELHI CHARTER TOWNSHIP
Building Permit Details

of

DDA? Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
COMMERCIAL ALTERATION							
PB09-044	2775 EATON RAPIDS ROAD	WOLGAST CORP	MINOR INTERIOR ALTERATION TO FRONT COUNTER AND DRIVE-THRU AREA TO MAKE ROOM FOR NEW BEVERAGE EQUIPMENT	\$25,000	\$165.00		
				\$25,000	\$165.00		1
DECK							
PB09-048	2208 WEST BOULEVARD	ROOK, BRIAN P & TOOP-ROOK, C	INSTALL TREATED NOT ATTACHED DECK AND FRONT DECK ATTACHED	\$3,024	\$50.00		
PB09-058	4064 PHEASANT RUN	BRADLEY, TIMOTHY A.	BUILDING 15' X 16' ATTACHED DECK	\$3,384	\$50.00		
PB09-057	4466 NORTH STREET	PALMER, ANDREW & SUZANNE	INSTALLING NEW 4'2" X 13'6" DECK	\$504	\$50.00	Y	
PB09-061	1538 TAGALAK TRAIL	SILLAWAY, ROBERT & SANDRA	REPLACE DECK	\$1,296	\$50.00		
PB09-073	1309 YARROW DRIVE	MARSHALL, THOMAS D	INSTALL 12' X 16' DECK	\$1,728	\$50.00		
				\$9,936	\$250.00		5
FENCE							
PB09-047	2190 DEPOT STREET	ROCKHOLD, ORVIL & SHARON L	INSTALL 6' FENCE	\$0	\$50.00	Y	
PB09-045	5791 AMBLER STREET	SCHNEIDER, DONALD P & SUSAN	INSTALL 6' FENCE	\$0	\$50.00		
PB09-059	2538 TIFFANY LANE	HOUSE, MARK A	MOVE FENCE 14' NORTH	\$0	\$0.00		
PB09-062	2436 HOUGHTON HOLLOW	COLLINS, BRIAN	FENCE AROUND BACK AND SIDE YARD	\$0	\$50.00		
PB09-060	1538 TAGALAK TRAIL	SILLAWAY, ROBERT & SANDRA	REPLACE FENCE	\$0	\$50.00		
PB09-063	5651 AMBLER STREET	WRIGGELSWORTH, MARK J	INSTALL 6' PRIVACY FENCE	\$0	\$50.00		
PB09-071	4528 GARDEN GATE	JOHNSON, NATHAN & BRANDI	INSTALLING FENCE	\$0	\$50.00		

DELHI CHARTER TOWNSHIP
Building Permit Details

of

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB09-069	2407 HOUGHTON HOLLOW	LINK, CHAD A & SHERI A	BLACK CHAIN LINK FENCE IN BACKYARD AROUND SWING SET.	\$0	\$0.00		
PB09-067	2200 ASPENWOOD DRIVE	SEIBLY, FRANK R & SUSAN F	INSTALL FENCE	\$0	\$50.00		
PB09-066	2201 FRONTIER COURT	GATES, JOHN R & LINDA L	INSTALL FENCING ALONG BACK AND ONE SIDE OF YARD	\$0	\$50.00	Y	
PB09-074	ONONDAGA ROAD	DEROSE, FRANK L & INES I	ENCLOSE VEGETABLE GARDEN 150' X 70'	\$0	\$0.00		
				\$0	\$400.00		11
RESIDENTIAL ADDITION							
PB09-046	2156 PARK LANE	SHADD RYDAHL BUILDERS INC	TURN EXISTING DECK INTO A THREE SEASONS ROOM	\$0	\$102.00	Y	
PB09-051	3900 APPLGROVE	SOMERVILL, MARLENE S	BUILD 16X16 THREE SEASON ROOM OFF OF DINING ROOM AND REMOVE DECK. PLACE 10X10 CONCRETE PAD.	\$12,800	\$78.00		
				\$12,800	\$180.00		2
RESIDENTIAL ALTERATION							
PB09-068	2677 CUTTER COURT	APPASAMY, ANBARASU	FINISH BASEMENT	\$15,840	\$96.00	Y	
PB09-076	2064 DEAN AVENUE	WIESINGER, EARL & JOYCE	REMODEL BATHROOM	\$0	\$50.00		
PB09-075	2058 DEAN AVENUE	WIESINGER, EARL & JOYCE	REMODELING KITCHEN	\$19,920	\$120.00		
				\$35,760	\$266.00		3
RESIDENTIAL MISCELLANEOUS							
PB09-043	1516 JACQUELINE	PINNACLE EXTERIOR REMODELI	TEAR OFF AND RE-ROOF	\$0	\$50.00		
PB09-049	2050 BURTON AVENUE	GEE, JULIE A	REPLACE ROOF	\$8,000	\$50.00		
PB09-050	5920 HORSTMAYER ROAD	BRUNETTE EXTERIORS INC	TEAR OFF & RE-ROOF	\$8,000	\$50.00		

DELHI CHARTER TOWNSHIP
Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB09-052	2226 CEDAR STREET 1/2	EYDE, DANIEL L, L.L.C	<i>FIRE DAMAGE REPAIR INCLUDING DRYWALL AND ROOFING</i>	\$15,000	\$90.00	Y	
PB09-054	4792 SUTHERLAND	REGIONAL ROOFING SERVICES IN	<i>TEAR OFF AND REROOF</i>	\$8,000	\$50.00		
PB09-056	2140 PARK LANE	TEKCHANDANI, HARISH	<i>TEAR OFF AND REROOF</i>	\$5,000	\$50.00	Y	
PB09-055	4419 DECAMP STREET	BALDWIN, CHRISTOPHER M	<i>TEAR OFF AND REROOF</i>	\$8,000	\$50.00	Y	
PB09-064	2520 LANIER DRIVE	JOHNSON, KERRY A & LON	<i>TEAR OFF AND RE-ROOF</i>	\$5,300	\$50.00		
PB09-065	2162 PARK LANE	CARPENTRY PLUS BUILDING CO.	<i>TEAR OFF AND RE-ROOF</i>	\$7,000	\$50.00	Y	
PB09-070	2211 ASPENWOOD DRIVE	DRAGONETTI, VINCENT	<i>INSTALL AWNING</i>	\$1,600	\$50.00		
PB09-072	3080 IVYWOOD LANE	EHRlich, JONATHAN	<i>TEAR OFF AND RE-ROOF</i>	\$0	\$50.00		
				\$65,900	\$590.00		11
RESIDENTIAL STORAGE/GARAGE							
PB09-053	3740 DELL ROAD	HENDERSON, RILEY F & LISA G	<i>ADDING ROOM OFF BACK OF GARAGE</i>	\$6,300	\$50.00		
				\$6,300	\$50.00		1
SIGN							
PS09-006	4465 CRICKET	BONDARENKO BUILDER, TOM LL	<i>INSTALL 32 SQUARE FOOT SIGN</i>	\$0	\$82.00	Y	
PS09-007	2040 AURELIUS ROAD STE	JOHNSON SIGN CO	<i>INSTALL 24 SQ FOOT WALL SIGN</i>	\$0	\$74.00	Y	
				\$0	\$156.00		2
Totals:				\$155,696	\$2,057.00		36

SUMMARY OF CONSTRUCTION VALUES

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

2009 Year to Date Construction Values:

Commercial / Industrial:	\$	329,833.00
Residential:	\$	1,210,321.00
Total Single Family Homes:		4

Delhi Township Fire Department Monthly Report

April, 2009

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	148	N/A	148
Fire / Rescue	33	3	36
Total	181	3	184

Total calls for 2009: 745

Mutual Aid this Month
Given Received
 10 5

Training: 808.5 Man Hours
Inspections: 48 inspections (28 violations)

Fire Department Revenue – April, 2009

	EMS	FIRE	TOTAL
<i>AMOUNT BILLED</i>	\$79,220.00	\$1,539.95	\$80,759.95
<i>AMOUNT RECEIVED</i>	\$54,220.29	\$163.58	\$54,383.87
<i>SENT TO COLLECTION</i>	\$0	\$0	\$0

Fire Department Revenue for 2009

	EMS	FIRE	TOTAL
<i>AMOUNT BILLED</i>	\$335,922.00	\$7,893.59	\$343,815.59
<i>AMOUNT RECEIVED</i>	\$213,189.88	\$6,207.51	\$219,397.39
<i>SENT TO COLLECTION</i>	\$0	\$0	\$0

Activities for April

Activity	Staff Hours	Adults	Children
Senior Citizen Prgms	8.25	91	0
CPR Classes	7.5	51	0
School Activities	7.5	1	1
Station Tours	4	2	10
Total	27.25	145	11

Other Activity

- All personnel completed annual burn trailer training
- All personnel trained on new SCBA units and all new SCBA now in service

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Mason, MI 48854
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FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Delhi Township Board Of Trustees
FROM: Lt. Michael J. DeBruin
DATE: May 14, 2009
RE: April 2009 Monthly Report

MAJOR CASES & INTERSTING INCIDENTS:

- 04-02-09 Dep. Hutting responded to the Holt High School, located at 5885 W. Holt Rd. on a drug complaint. Two subjects were determined to have used marijuana and one was in possession of marijuana. Charges to be sought on Possession/Use of Marijuana.
- 04-02-09 Dep. Rogers investigated a fraud complaint that occurred in the 2200 block of Cedar St. The victim's ATM card had been used to make fake deposits and then cash withdrawn against the fake deposits. This case is still under investigation.
- 04-03-09 Dep. A. Harrison investigated a check fraud complaint which occurred in the 2000 block of Cedar St. One of the victim's checks had been stolen. The check was then forged and cashed. The suspect has been identified and charges are being sought for Uttering & Publishing.
- 04-04-09 Dep. A. Harrison investigated an identity theft complaint which occurred in the 2100 block of Cedar St. The victim's identity and personal information had been used to open a credit card account. The suspect has been identified and charges are being sought for Identity Theft.
- 04-05-09 Dep. Treat stopped a vehicle for speeding and failure to signal a turn at M-99 and Bishop Rd. The subsequent investigation revealed the driver to be intoxicated. The driver was arrested and lodged on a charge of Operating While Intoxicated 3rd (Felony).

- 04-09-09 Dep. Delaney investigated an Embezzlement complaint that occurred at the Hungry Howie's pizza shop located at 2385 N. Cedar St. One of the employees had embezzled cash over the course of the past four months. A full confession was obtained and charges are being sought for Embezzlement.
- 04-14-09 Dep. Calkins investigated a Breaking & Entering of a tool shed at the Assembly Hall of Jehovah's Witnesses located at 1331 N. Eifert Rd. Taken were a chainsaw, weed whip and a leaf blower. A suspect has been identified and charges are being sought for Larceny From a Building.
- 04-17-09 Dep. Shattuck investigated a complaint of an Unlawful Entry which occurred in the 5000 block of Tulip Way. A subject entered the victim's residence, by force, to retrieve his child. The suspect's child had permission to be at the victim's residence by the suspect's spouse. Charges are being sought against the suspect for Unlawful Entry.
- 04-17-09 Dep. Bennehoff investigated a Counterfeit Money complaint at the Subway restaurant located at 2375 N. Cedar St. Four \$20 bills were passed at the restaurant earlier in the day. It is unknown as to who and what time the bills were passed. The bills were seized and sent to Michigan State Police for latent fingerprint analysis.
- 04-18-09 Dep. Treat stopped a vehicle for Improper Lane Use at M-99 and I-96. The subsequent investigation revealed the driver to be intoxicated. The driver was arrested and lodged on a charge of Operating While Intoxicated 3rd (Felony).
- 04-19-09 Dep. Calkins stopped a vehicle for an equipment violation at Aurelius and Jolly. The subsequent investigation uncovered approximately 20 grams of marijuana. Charges are being sought for Possession With Intent to Deliver against the driver.
- 04-22-09 Dep. Kuch responded to two intoxicated subjects arguing over who was going to drive home. This was in the parking lot of Rich's Country Store located at 6237 Bishop Rd. Upon arrival he found the vehicle driving through the parking lot. The vehicle was stopped. The subsequent investigation revealed the driver to be intoxicated. When the driver was placed under arrest, he fought with the officers. The driver was arrested and lodged on charge of Resisting & Obstructing, Operating While Intoxicated 2nd and Driving While License Suspended Multiple.
- 04-25-09 Dep. Dral investigated a Home Invasion located in the 1300 block of Zuider. The suspect broke into the victim's attached garage and stole a reciprocating saw and a drill out of the victim's vehicle which was located in the garage. The suspect has been identified and a charge of Home Invasion is being sought.
- 04-29-09 Dep. Richards investigated a CSC 1st complaint which occurred in the 3800 block of Cornice Falls. The victim is a minor child. The suspect is the boyfriend of the mother of the victim. The subsequent investigation along with two forensic interviews showed that no crime occurred. This case was closed.

04-29-09 Dep. Richards responded to a shoplifting complaint at the Kroger located at 2495 N. Cedar St. The suspect had been detained by store security. The suspect had stolen some powdered sports drink packets. While being detained by store security a struggle ensued. During the struggle a PDA and portable radio were damaged. Charges of Retail Fraud are being sought against the suspect.

04-29-09 Dep. Treat responded to a complaint of prescription fraud at the Rite-Aid located at 2263 N. Cedar St. The subsequent investigation led to the arrest of a male subject for Prescription Fraud and Possession of Controlled Substances.

STATISTICS:

In April 2009, deputies took 583 written and blotter complaints. They made 134 arrests (of which 111 were self initiated). Deputies issued 219 citations. Deputies conducted 384 business/property checks, made 81 liquor inspections and spent 138 hours in Community Policing. Deputies participated in 243 hours of training.

COMMUNITY POLICING OFFICERS:

Community Policing Officers met with several of the business owners in the township in preparation for this years upcoming National Night Out which is set for August 4th. Dep. Dral and Dep. A. Harrison assisted other officers by conducting forensic interviews for Criminal Sexual Conduct complaints. Dep. Richards is planning a bicycle rodeo which will be held shortly after school lets out for the year. All CPOs patrolled their respective districts and met with Neighborhood Watch captains.

COMMUNITY BUSINESS OFFICER:

Dep. Delaney met with the CPOs to discuss and plan several upcoming events in the community. Dep. Delaney attended the Gang Task Force meeting at the Lansing Police Department. A new gang has been identified in the Delhi area along with identification of several members. More intelligence is being gathered on this group. Dep. Delaney met with the Farmer's Market manager to discuss the upcoming season and potential security and juvenile issues.

COUNTY of INGHAM
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FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Sgt. Danielle Patrick
FROM: Deputy Jessica Dral #5249
DATE: May 12, 2009
RE: April 2009 Monthly

MONTHLY STATISTICS:

ARRESTS:	(0)
TRAFFIC STOPS:	(11)
CITATIONS:	(5)
VERBAL WARNINGS:	(5)
COMPLAINTS:	(15)
COMPLAINT TIME:	(55.6)
COMMUNITY POLICING:	(19.)
BUSINESS CHECKS	(15)

COMMUNITY POLICING HIGHLIGHTS:

We Delhi Community Policing Officers met with several of the business owners in the township, making preparations for the Annual National Night out, August 4th. We will be planning this outing at Veterans Memorial Gardens again this year and hopefully the community will enjoy this exciting event.

Last fall, both the Holt Lions Club and the American Legion Post #238/Women's Auxiliary #238 had donated two police bicycles. We have been able to utilize these bicycles because of the great weather we have had.

OTHER HIGHLIGHTS:

I investigated two home invasions in my district that now have been solved by co-workers. While I was on vacation, the stolen property was recovered and was returned to the owners. The suspect is in the process of being prosecuted.

I was on vacation for the last week and a half of the month.

This month, I conducted twelve forensic interviews for victims of criminal sexual assaults. I investigated more than 40 hours in follow up on these sexual assault cases.

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Sam Davis
Major

Joel Maatman
Major

TO: Sgt. D. Patrick
FROM: Dep. P. Richards
DATE: 05/07/09
RE: April Monthly

Traffic: (15)
Citations: (6)
Arrests: (4)
Complnts: (14)
Blotters: (6)
Total Srvc: (20)
Spc. Assgnt: (.8)
Comm. Pol. (20)

COMMUNITY POLICING HIGHLIGHTS:

I have patrolled many streets within my district while either in a vehicle or on the mountain bike. I have patrolled both during the daytime hours and also at night. I have spoken to several citizens during the day while on patrol and have located several areas within my district where residents feel extra patrols are needed. Extra patrols have been requested in the areas of Park Lane, Meadowlawn, Coolridge, Bond, Vernon and Norwood. I have located several key locations that I can monitor and safely administer traffic stops while on the mountain bike. Several traffic stops have been made either on the mountain bike or in a vehicle. I have also issued several traffic citations for various offenses. During the night patrols on bike I have spoken to several residents that have accidentally left their garage doors open or have interior lights still on in their vehicles. This type of patrolling will continue throughout the summer.

I have attended a small block party/meeting at the Cedar Heights Subdivision. The block party was held at the Neighborhood Watch Coordinator's home. Many neighbors attended this block party/meeting. We discussed the current construction of the streets in their neighborhood. We have discussed possible solutions/remedies to the children in the neighborhood that may or might be walking in the streets during the summer months. Possible fliers being handed out to remind the parents of the current construction and to keep the children clear of any equipment. A future meeting in May or June is being planned. A larger summer block party is also being planned for late summer.

I have also spoken with the administration of several local schools on the concept of a summer bicycle safety rodeo. The target schools were the Kindergarten through Jr. High. They advised me that if I produced a flier for this year's upcoming bicycle safety rodeo that it would be added to their departure packet that every child will receive on their last week in school. I advised that I would have a flier for them before school let out for the summer. All that I spoke with thought the bicycle rodeo was a good idea.

OTHER HIGHLIGHTS:

I am presently working on a CSC 1st complaint. The allegations that the boyfriend of the ex-wife has touched the complainant's children inappropriately over the past month. Forensic interviews of the children have already been done. The interviews of all others involved has also been done. I am awaiting a date for the polygraph to be done. A separate investigation by CPS is being done as well. When my investigation is complete a packet will be sent to our prosecutor's office for their review.

I am also currently working a larceny of radios on Eifert road with several suspects. I have spoken to several of the person's involved with case. I will finishing my investigation of this case soon and will be sending it to our prosecutor's office for their review.

I investigated a retail fraud complaint at Krogers. I spoke with the security officers and the suspect (who was still at Krogers). The suspect confessed to taking several food items from the store and to not pay for them. The suspect made to outside the store where he was asked to return. I took photos of the items taken. Krogers is seeking prosecution. I have concluded my investigation and will be sending a packet to the prosecutors office for their review.

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Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Sergeant Patrick
FROM: Deputy Annie Harrison #5371
DATE: May 6, 2009
RE: April Monthly

MONTHLY STATISTICS

Arrests:	1 misd
Traffic Stops:	13
Citations issued:	5
Community Policing Hours:	20
Complaints Taken:	26
Business / Area / Property Checks:	26
Liquor Inspections / Checks:	2
School Contacts:	6
Neighborhood watch planning meetings	2

COMMUNITY POLICINIG HIGHLIGHTS

Deputies responded to multiple calls for service at the intersection of Grayfriars and Doncaster in reference to large groups of children in the roadway and reckless drivers. I went to the neighborhood and conducted foot patrol to gain intelligence into the problem. I met with several neighbors who advised me there is a basketball hoop in the roadway at 1628 Grayfriars. Neighborhood children have used this hoop, located in the roadway, as a gathering place. In addition to the safety concerns for children in the road, the children are blocking vehicle traffic and littering. I made contact with the owner of the basketball hoop. He agreed to move the hoop. I made contact with the children who agreed to play in designated areas.

While conducting foot patrol on Grayfriars, I gained several contacts who are interested in developing a neighborhood watch later in the summer.

I began conducting regular varied patrols (driving and foot) in Huntley Villa in efforts to increase community involvement and reduce crime. I met with the management to discuss security of the vacant apartments and other crime prevention tools.

I received information from DeRosa's Party Store that a suspicious male subject had been behind their business in the dumpster on two consecutive days. I increased patrols in the area, and the suspect has not returned.

I met with the leader of the Sugar Bush neighborhood watch. The next meeting has been set for May.

I received a complaint of stop sign violations at the intersection of Foxwood and Miles. I notified the staff to increase patrols. I also increased patrols. I did not observe any violations and no further complaints have been made.

I responded to Huntley Villa Apartments for a verbal dispute between a mother and son. After interviewing both parties, an additional allegation of possible child neglect was uncovered. Child protective services responded to the scene. The child was turned over to the custody of a family friend pending a complete investigation.

I made it a priority to patrol every area of my district this month. I did vehicle or foot patrol in all neighborhoods, business districts and main roadways.

I conducted tobacco stings at 17 area businesses. 2 of the Sheriff's Office Explorer Post members served as minor decoys. Of the 17 businesses, 15 did not sell tobacco to the minor and there were only 2 violations.

I continued partnering with Holt High School to facilitate the mentorship program for students. We will have 4 students riding along with Delhi Deputies for the third trimester.

OTHER HIGHLIGHTS

I responded to Delhi Manor trailer park for a report of fraudulent activities. An elderly park resident reported her debit card was stolen and almost \$3,000.00 in fraudulent charges has been posted to the account. I have identified the suspect as a friend who assisted the victim in running errands. Since beginning the investigation, I have uncovered multiple other fraud related crimes and obtained 3 additional cases against the same suspect. This investigation is still ongoing.

I assisted in several Criminal Sexual Conduct investigations and conducted 2 forensic interviews at the Angel House.

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Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Sgt. Patrick
FROM: Dep. Brad Delaney
DATE: May 6, 2009
RE: April Business Officer Monthly Report

Total Complaints:	40
Traffic Stops:	8
Citations Issued:	3
Felony Arrests:	2
Misdemeanor Arrests:	2
Property / Business Checks:	27
Liquor Inspections:	2
Community Policing Hours:	5.7
Training Hours:	58

Community Policing Highlights:

The Delhi Township Community Policing Officers and I held a meeting to discuss several upcoming events in the community. Several events are in the planning stages. New events and new ideas for annual events were discussed.

I met with the manager of the Delhi Township Farmer's Market about their upcoming season. Security and juvenile problems were discussed.

I met with Sgt. Rhodes and discussed new procedures for abandoned vehicle complaints. I spend an extraordinary amount of time each month processing abandoned vehicles. Hopefully a more streamlined process will allow my time to be used more effectively. During this month I processed 16 abandoned vehicles.

I attended the Gang Task Force meeting at Lansing Police Department. Information was obtained on a new street gang that has been identified in the Delhi area. We have names of active members and have been trying to obtain more intelligence.

Other Highlights:

I responded for a missing elderly subject with Alzheimers at an adult foster care facility. I used my business contacts to spread the word about the missing subject. My previous contact with businesses in the area of the foster care facility was helpful in having several people assist with the search for the subject. Remarkably, the subject was located approximately 6 hours after he walked away several miles from the foster care facility. He was dehydrated but otherwise unhurt.

Respectfully submitted,

Dep. Brad Delaney