

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 14, 2010

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, September 14, 2010 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 8:04 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: Jerry Ketchum

Others Present: John Elsinga, Township Manager
Al McFadyen, DDA Executive Director
Lt. Michael DeBruin, Ingham County Sheriff's Office/Delhi Division
Marian Frane, Director of Accounting
Mark Jenks, Director of Parks & Recreation
Nicole Wilson, Assessor
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Miller, Director of Community Development
Pat Brown, Assistant Chief-EMS/Fire Marshall
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC - None

GENERAL FUND SUMMARY AND GENERAL FUND REVENUES

Marian Frane, Director of Accounting, presented the Board with the proposed 2011 FY General Fund Revenues.

Ms. Frane reported on the Township Manager recommendations, stating that the biggest change is the removal of the recommendation for a new generator and a new roof for the Community Services Center. Twp. Mgr. Elsinga stated that the roof was evaluated and it was suggested that the roof, if properly maintained, could last approximately five years. Discussion was held in regards to the replacement of the roof.

Ms. Frane stated that this budget would be hard to compare to prior budgets because mid-year 2010, it was decided to include the Parks Fund and the Community Development Fund into the General Fund. Next year all of the Police and Fire expenditures and revenues will be taken out and moved into their own funds because of the millages that were approved at the August 2010 Primary Election.

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LEGISLATIVE

Twp. Mgr. Elsinga presented the Board with the proposed 2011 FY Legislative Budget.

Resources Needed - Legislative

The 2011 budget requests expenditures of \$101,230, an increase of \$7,670 from the 2010 projected expenditures.

Discussion was held on the Michigan Municipal League, Michigan Townships Association and LEAP memberships.

MANAGER

Twp. Mgr. Elsinga presented the Board with the proposed 2011 FY Manager's Budget.

Resources Needed - Manager

The 2011 budget requests expenditures of \$329,260, a decrease of \$520 from the 2010 projected expenditures.

ACCOUNTING

Marian Frane, Director of Accounting, presented the Board with the proposed 2011 FY Accounting Budget.

Resources Needed - Accounting

The 2011 budget requests expenditures of \$185,300, an increase of \$1,700 from the 2010 projected expenditures.

CLERK/ELECTIONS

Evan Hope, Clerk, presented the Board with the proposed 2011 FY Clerk's and Election Budget.

Resources Needed - Clerk

The 2011 budget requests expenditures of \$232,100, a decrease of \$12,380 from the 2010 projected expenditures and a decrease of \$24,260 from 2010 amended budget expenditures.

Resources Needed - Election

The 2011 budget requests expenditures of \$43,750, a decrease of \$23,700 from the 2010 projected expenditures and a decrease of \$24,260 from 2010 amended budget expenditures.

Electronic Poll Books (EPB) received with Help America Vote Act funds will save nearly \$16,000 in Election Inspector costs in the 2010 Budget. The equipment will help to continue to save money from future budgets.

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INFORMATION TECHNOLOGY

Jim Felton, Information Technology Director, presented the Board with the proposed 2011 FY Information Technology Budget.

Resources Needed – Information Technology

The 2011 budget requests expenditures of \$331,570, an increase of \$96,760 from the 2010 projected expenditures.

TREASURER

Harry Ammon, Treasurer, presented the Board with the proposed 2011 FY Treasurer's Budget.

Resources Needed – Treasurer

The 2011 budget requests expenditures of \$253,750, a decrease of \$52,270 from the 2010 projected expenditures.

ASSESSING

Nicole Wilson, Assessor, presented the Board with the proposed 2011 FY Assessing Budget.

Resources Needed – Assessing

The 2011 budget requests expenditures of \$266,900, a decrease of \$140 from the 2010 projected expenditures.

BUILDING & GROUNDS

Sandra Diorka, Director of Public Services, presented the Board with the proposed 2011 FY Building & Grounds Budget.

Resources Needed – Building & Grounds

The 2011 budget requests expenditures of \$298,830, a decrease of \$138,280 from the 2010 projected expenditures.

CEMETERY

Sandra Diorka, Director of Public Services, presented the Board with the proposed 2011 FY Cemetery Budget.

Resources Needed – Cemetery

The 2011 budget requests expenditures of \$130,110, an increase of \$14,560 from the 2010 projected expenditures.

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SEWER FUND, SUMMARY AND REVENUES

Sandra Diorka, Director of Public Services, presented the Board with the proposed 2011 FY Sewer Fund, Summary and Revenues Budget.

Resources Needed – Sewer Administration

The 2011 budget requests expenditures of \$659,520, an increase of \$18,840 from the 2010 projected expenditures.

Resources Needed – DPS

The 2011 budget requests expenditures of \$2,857,630, an increase of \$145,810 from the 2010 projected expenditures.

Resources Needed – Sewer Fund Capital Improvements

The 2011 budget requests expenditures of \$4,740,000.

SEWER DEBT & SPECIAL ASSESSMENTS

Marian Frane, Director of Accounting, presented the Board with the proposed 2011 FY Sewer Debt & Special Assessments Budget.

Resources Needed – Sewer Debt & Special Assessments

The 2011 budget requests expenditures of \$2,210,100 for sewer debt and \$107,510 for sewer special assessments.

DDA

Al McFadyen, DDA Executive Director, presented the Board with the proposed 2011 FY DDA Budget.

Resources Needed – DDA

The 2011 budget requests expenditures of \$ 2,497,880

BROWNFIELD

Al McFadyen, DDA Executive Director, presented the Board with the proposed 2011 FY Brownfield Budget.

Resources Needed – Brownfield

The 2011 budget requests expenditures of \$190,240.

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POLICE FUND

Undersheriff Allan Spyke, Ingham County Sheriff's Office and Lt. Mike DeBruin, Ingham County Sheriff's Office, Delhi Division, presented the Board with the proposed 2011 FY Police Fund Budget.

Resources Needed – Police Fund

The 2011 budget requests expenditures of \$2,174,400, a decrease of \$18,700 from the 2010 projected expenditures.

FIRE FUND

Pat Brown, Assistant Chief-EMS/Fire Marshall, presented the Board with the proposed 2011 FY Fire Fund Budget.

Resources Needed – Fire Fund

The 2011 budget requests expenditures of \$1,609,390, an increase of \$99,970 from the 2010 projected expenditures.

Recessed at 12:13 p.m. Meeting reconvened at 12:38 p.m.

FIRE EQUIPMENT, TRAINING & APPARATUS FUND

Pat Brown, Assistant Chief-EMS/Fire Marshall, presented the Board with the proposed 2011 FY Fire Equipment, Training and Apparatus Fund Budget.

Resources Needed – Fire Equipment, Training & Apparatus Fund

The 2011 budget requests expenditures of \$321,090, a decrease of \$201,340 from the 2010 projected expenditures.

COMMUNITY DEVELOPMENT

Tracy Miller, Director of Community Development, presented the Board with the proposed 2011 FY Community Development Budget.

Resources Needed – Community Development

The 2011 budget requests expenditures of \$604,150, an increase of \$8,390 from the 2010 projected expenditures.

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INFRASTRUCTURE

Twp. Mgr. Elsinga presented the Board with the proposed 2011 FY Infrastructure Budget.

Resources Needed – Infrastructure

The 2011 budget requests expenditures of \$800,383, an increase of \$165,173 from the 2010 projected expenditures.

WATER IMPROVEMENT

Twp. Mgr. Elsinga presented the Board with the proposed 2011 FY Water Improvement Budget.

Resources Needed – Water Improvement

The 2011 budget shows revenues of \$43,500 and expenditures of \$90,470, decreasing fund balance by \$46,970.

OTHER FUNCTIONS & DEBT SERVICE

Marian Frane, Director of Accounting, presented the Board with the proposed 2011 FY Other Functions & Debt Service Budget.

Resources Needed – Other Functions

The 2011 budget requests expenditures of \$1,321,470, an increase of \$995,680 from the 2010 projected expenditures.

Resources Needed – Debt Service

The 2011 budget requests expenditures of \$43,230.

CSC/PINE TREE ROAD DEBT

Marian Frane, Director of Accounting, presented the Board with the proposed 2011 FY CSC/Pine Tree Road Debt Budget.

Resources Needed – CSC Debt

The Community Services Center building was financed by an unlimited tax obligation bond, issued in 1995. In 2004, due to the drop in interest rates, a refunding bond was issued to pay off the original bond. The original bond rate was 5.2% while the refunding rate started at 2.0%, increasing to 2.6% at the bond's maturity in 2010 therefore no revenues/expenditures are included in the proposed FY 2011 budget.

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Resources Needed – Debt Service

This 15 year special assessment bond was issued in 1996 for improvements to Pine Tree Road. The bond will be paid off in 2011. The revenue that is recorded in this fund is from the principal and interest payments made by the property owners who have been assessed as well as interest on cash that has accumulated. A contribution from the General Fund in the amount of \$25,838 is required in 2011 to supplement the special assessments made by the property owners to make the final payment of this bond.

PARKS ADMINISTRATION, PARKS, RECREATION

Mark Jenks, Director of Parks and Recreation, presented the Board with the proposed 2011 FY Parks Administration, Parks and Recreation Budget.

Resources Needed – Parks Administration

The 2011 budget requests expenditures of \$207,780, a decrease of \$9,720 from the 2010 projected expenditures.

Resources Needed – Parks

The 2011 budget requests expenditures of \$362,180, an increase of \$3,940 from the 2010 projected expenditures.

It was determined to add \$12,000 under Capital Outlay for the purchase of a Scag mower and add funds for the purchase of a vehicle from the Sewer Fund under the Township vehicle rotation plan.

Resources Needed – Recreation

The 2011 budget requests expenditures of \$190,520, a decrease of \$670 from the 2010 projected expenditures.

ADJOURNMENT

Meeting adjourned at 2:14 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

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