

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON APRIL 17, 2012**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, April 17, 2012, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Goodrich called the meeting to order at 6:30 p.m.

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

Members Absent: None

Others Present: John Elsinga, Township Manager
Lt. Eric Trojanowicz, Ingham County Sheriff's Office/Delhi Division
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Miller, Director of Community Development
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

PUBLIC COMMENT

Sydney Doolittle, 3825 Ashbrook Drive, spoke in favor of urban chickens.

BUSINESS

FIRE DEPARTMENT – MARCH ACTIVITY REPORT

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

Chief Royston stated that there is a correction to be made to the March Activity Report. Total calls should be 650 instead of 450 as stated.

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

Lt. Eric Trojanowicz, Ingham County Sheriff's Office/Delhi Division, reported on the highlights of the March Ingham County Sheriff's Office/Delhi Division Activity Report (ATTACHMENT II).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON APRIL 17, 2012**

COMMUNITY DEVELOPMENT DEPARTMENT – MARCH ACTIVITY REPORT

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

Tracy Miller, Director of Community Development, outlined the regulations of political signs (Zoning Ordinance Section 6.9).

TRI-COUNTY REGIONAL PLANNING COMMISSION UPDATE

Christine Spitzley, Tri-County Regional Planning Commission, reported on several projects the Tri-County Regional Planning Commission is currently involved with.

2011 ANNUAL REPORT - COMMUNITY DEVELOPMENT

Tracy Miller, Director of Community Development, gave the 2011 Annual Community Development Department Report (Attachment IV).

ADJOURNMENT

Meeting adjourned at 7:30 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

SUBJECT TO APPROVAL

Delhi Township Fire Department Monthly Report

March, 2012

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	162	-	162
Fire / Rescue	33	6	39
Total Calls	195	6	201
Staff Hours	386	20	406

Total calls in 2012: 450
Total calls for 2011: 2,477

Mutual Aid this Month

Aid Given: 13 Aid Received: 8

Overlapping Incidents during this period: 43

Training Staff Hours: 515 Hours

Inspection Activities: 42
Inspection Staff Hours: 18

Miscellaneous

Apartment Fire – 4308 Dell Road – Dryer Lint - \$10,000 damage

5 New Paid, on-call Personnel on Department

2010	AMBULANCE				FIRE			
	AMOUNT BILLED	PAYMENTS RECEIVED	SENT TO COLL.	RECD FROM COLL.	AMOUNT BILLED	PAYMENTS RECEIVED	SENT TO COLL.	RECD FROM COLL.
JANUARY	\$88,190.00	\$27,819.86		\$666.75	\$437.39	\$1,354.89		\$142.88
FEBRUARY	\$78,690.00	\$42,969.34		\$790.00		\$214.69		\$141.08
MARCH	\$86,660.00	\$59,738.85	\$6,498.79	\$664.47	\$3,166.03	\$1,127.54	\$858.24	\$170.94
APRIL	\$87,040.00	\$36,452.66		\$511.89	\$175.95	\$978.86		\$224.98
MAY	\$97,665.00	\$50,954.18		\$734.80	\$290.04	\$499.84		
JUNE	\$87,290.00	\$53,174.70		\$540.88	\$1,053.98	\$692.14		\$24.23
JULY	\$74,780.00	\$53,398.31	\$17,811.56	\$882.57	\$2,128.50	\$687.33	\$700.49	\$207.65
AUGUST	\$102,400.00	\$53,602.92	\$30,437.98	\$546.75	\$764.34	\$719.51	\$536.62	
SEPTEMBER	\$74,015.00	\$40,113.47		\$245.88	\$824.79	\$457.88		
OCTOBER	\$95,865.00	\$55,307.20		\$672.77	\$677.08	\$610.63		\$580.58
NOVEMBER	\$79,465.00	\$65,546.57		\$1,139.40	\$1,729.81	\$497.26		
DECEMBER	\$99,080.00	\$60,542.20	\$12,235.59	\$880.05	\$750.80	\$423.18		
TOTAL	\$1,051,140.00	\$599,620.26	\$66,983.92	\$8,276.21	\$11,998.71	\$8,263.75	\$2,095.35	\$1,492.34

2011	AMBULANCE				FIRE			
	AMOUNT BILLED	PAYMENTS RECEIVED	SENT TO COLL.	RECD FROM COLL.	AMOUNT BILLED	PAYMENTS RECEIVED	SENT TO COLL.	RECD FROM COLL.
JANUARY	\$94,907.00	\$58,462.55			\$885.87	\$70.00		
FEBRUARY	\$74,763.00	\$47,973.39	\$43,779.87	\$228.48	\$597.17	\$1,494.52	\$2,180.97	
MARCH	\$103,058.00	\$61,424.86		\$626.99	\$565.38	\$838.66		
APRIL	\$87,665.00	\$45,568.93		\$383.26	\$397.86	\$466.49		
MAY	\$97,930.00	\$61,870.76		\$639.26	\$2,526.56	\$144.01		\$78.26
JUNE	\$79,724.00	\$58,948.53		\$1,175.87	\$680.28	\$1,340.87		
JULY	\$90,786.00	\$38,142.39		\$343.59		\$2,144.22		
AUGUST	\$105,201.00	\$52,450.35		\$450.50	\$2,017.20	\$601.39		
SEPTEMBER	\$94,484.00	\$57,637.01		\$1,041.76		\$683.25		
OCTOBER	\$99,281.00	\$58,737.68		\$116.07	\$957.51	\$283.99		
NOVEMBER	\$84,238.00	\$50,625.21		\$712.71	\$199.27	\$65.00		
DECEMBER	\$89,133.00	\$40,330.38	\$51,742.97	\$267.90	\$742.44	\$25.00	\$3,289.47	
TOTAL	\$1,101,170.00	\$632,172.04	\$95,522.84	\$5,986.39	\$9,569.54	\$8,157.40	\$5,470.44	\$78.26

2012	AMBULANCE				FIRE			
	AMOUNT BILLED	PAYMENTS RECEIVED	SENT TO COLL.	RECD FROM COLL.	AMOUNT BILLED	PAYMENTS RECEIVED	SENT TO COLL.	RECD FROM COLL.
JANUARY	\$105,297.00	\$36,464.02						
FEBRUARY	\$98,556.00	\$59,382.32		\$392.50	\$1,415.74	\$426.00		
MARCH	\$86,483.00	\$60,331.80		\$218.12	\$892.96	\$265.58		
APRIL								
MAY								
JUNE								
JULY								
AUGUST								
SEPTEMBER								
OCTOBER								
NOVEMBER								
DECEMBER								
TOTAL	\$290,336.00	\$156,178.14	\$0.00	\$610.62	\$2,308.70	\$691.58	\$0.00	\$0.00

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
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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: April 4, 2012

RE: March 2012 Monthly Report

HIGHLIGHTED CASES & INCIDENTS:

- 03-01-12 Dep. Narlock stopped a vehicle at Cedar & Holbrook for an equipment violation. The investigation revealed that the driver's license had been suspended numerous times. The driver was arrested and lodged on a charge of Driving While License Suspended – Multiple.
- 03-06-12 Dep. Narlock investigated a complaint of stolen prescription medications that occurred at the Rite-Aid Pharmacy located at 2263 Cedar St. The victim said that she had her cousin pick up her medication from the pharmacy and send it to her in North Carolina and that the last three times her cousin picked up the medications, he did not send them to her. During the interview of the cousin, he stated he did send the medications to the victim. When Dep. Narlock tried to contact the victim after the initial follow-up the victim became uncooperative and refused to return his phone calls. This case was closed due to the lack of cooperation on the part of the victim.
- 03-10-12 Dep. Hoeksema responded to a Domestic Assault that occurred in the 1400 block of Rotterdam. The victim became engaged in a heated verbal argument (with his teenage son) over his son's drug use which resulted in him being assaulted by his son. The son struck the victim with a closed fist then tried to stab the victim with a knife. The son also struck the victim with a frying pan. The son was arrested and lodged on charges of Felonious Domestic Assault and Possession of Marijuana.

- 03-13-12 Dep. Matusko investigated a complaint of a stolen motor vehicle which occurred at the Speedway Gas Station located at 2765 Eaton Rapids Rd. The victim parked her vehicle at the pumps and went in to pre-pay for gas. While she was inside, the suspect ran to her vehicle, got in and sped away westbound on Bishop Rd. The victim's vehicle was located by Eaton County Sheriff's Office in a church parking lot at Waverly & Delta River Dr. still occupied by the suspect. Dep. Hoeksema responded and took custody of the suspect. The suspect was arrested and lodged on a charge of Unlawful Driving Away of an Automobile.
- 03-13-12 Dep. Ward investigated a Breaking & Entering at the Eldorado Golf Course located at 3750 W. Howell Rd. The suspect pried open the door leading to the pro shop and took a golf bag with number of drivers and fairway woods. The suspect then took a key to the golf carts and drove away in one. The following morning the golf cart was located behind a residence in the 600 block of College. Dep. Bennehoff conducted a follow-up investigation and learned that a white mini-van had been parked in the driveway of the residence the night before and one of the occupants took a picture of the rear of the van. Dep. Bennehoff obtained this picture (which showed the license plate) and developed a suspect. By 12:00PM on 03-14-12, the suspect had been arrested and lodged on a charge of Breaking & Entering.
- 03-14-12 Dep. Kindervater investigated a Prescription Fraud which occurred at the Kroger Pharmacy located at 2495 Cedar St. The suspect called in two prescriptions over two days and had picked them both up. The pharmacy employee noticed discrepancies in information provided by the suspect and upon checking found that the doctor's office that allegedly called in the prescription had not done so. Dep. Kindervater was able to develop a suspect. Charges of Prescription Fraud will be sought in this case.
- 03-16-12 Sgt. Jungel attempted to stop a motorcycle for Improper Lane Use at Dell & Dell Ridge. The motorcycle refused to stop and a short pursuit ensued. The motorcycle went into the Lamoreaux subdivision where the motorcycle rode into a backyard. The driver was located inside the residence. The driver was arrested and lodged on charges of Fleeing & Eluding 3rd (Felony) and Operating While Intoxicated 3rd (Felony).
- 03-19-12 Dep. Huhn investigated a Retail Fraud complaint which occurred at the Kroger store located at 2495 Cedar St. The suspects began concealing items while checking out at the self checkout. Kroger Loss Prevention stopped and apprehended one of the suspects as she was attempting to leave the store. The other suspect left prior to the first suspect completing check-out and was no where to be found. Dep. Huhn, after interviewing the first suspect, arrested and lodged her on a charge of Retail Fraud 3rd (Felony). The second suspect has been positively identified and charges of Retail Fraud 3rd are being sought against her.
- 03-23-12 Dep. Bennehoff stopped a vehicle for tinted front side windows at Cedar & Aurelius. The subsequent investigation revealed that the driver's license was suspended. The investigation also revealed the driver to be in possession of cocaine and marijuana. The driver was arrested and lodged on charges of Possession of Cocaine, Possession With Intent to Deliver Marijuana and Driving While License Suspended 2nd.

03-26-12 Dep. Bowden responded to check the security of a business, Taco E Mas, located at 1850 Cedar. Upon arrival Dep. Bowden discovered the business had been broken into. The suspect had gained entry by forcing open the drive-up window. Cash was taken. The scene was processed and the area canvassed. During the course of the investigation, Dep. Bowden developed a suspect. This case is under investigation.

03-29-12 Dep. Bowden investigated a Larceny From A Building which occurred at the Trinity Church located at 3355 Dunckel. A female suspect stole a checkbook, wallet and credit cards from the victim's purse. The suspect used the credit cards at local businesses. The identity of the suspect has been determined and stolen property recovered. Charges of Larceny From A Building will be sought.

03-31-12 Dep. McElmurray stopped a vehicle for Improper Lane Use (weaving) at Aurelius & Holt. The subsequent investigation revealed that the driver was intoxicated. The driver was arrested and lodged on a charge of Operating While Intoxicated 1st.

STATISTICS:

During the month of March, Deputies responded to 411 calls for service (written and blotter). They made 118 arrests of which 59 were self – initiated. Deputies issued 223 citations. Deputies conducted 305 business/property checks, 39 liquor inspections and spent 118.9 hours in Community Policing. Deputies participated in 122.1 hours of training.

Calls for Service

	2010	2011	2012
March	530	460	411
Year to Date	1435	1330	1311

Total Arrests

	2010	2011	2012
March	105	72	118
Year to Date	330	225	306

Total Self – Initiated Arrests

	2010	2011	2012
March	87	64	59

Year to Date	276	177	172
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Citations Issued

	2010	2011	2012
March	258	211	223
Year to Date	630	625	732

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Lt. M. DeBruin
FROM: Dep. Kelly Bowden #5379
DATE: Wednesday, April 04, 2012
RE: March 2012 Monthly Business Officer Report

Total Complaints:	30
Traffic Stops:	9
Citations:	1
Property/ Business Checks:	53
Community Policing Hours:	14.9
Liquor inspection:	2
School contact	1

Community Policing Highlights:

I attended the Holt School/ Business alliance breakfast and the South Lansing Business Association lunch, representing ICSO and the Delhi Division.

I assisted a local family after their dog was struck and killed by a passing car. The family was concerned the matter needed to be reported to ICSO or Animal Control. I educated them on the laws and gave them advice on disposing of the remains.

I welcomed a new business in the Township, Git Some Party Store. I met with the owner and explained my role in the Township as the Business officer. I provided the employees with contact information, should they need my services.

I responded with Delhi Fire Department EMS for a subject on a bus having a medical emergency. The subject was in a great deal of pain and could not advise the dispatcher where she was located at. I located the subject and directed EMS to her location. Prior to EMS arrival, I provided care and reassurance until they arrived to transport her to a local hospital.

Other Highlights:

Myself and another officer investigated the theft of equipment from a local golf course. A suspect was indentified and located. The stolen merchandise was recovered and the suspect will be prosecuted after he confessed to the breaking into the property and committing the theft.

I responded to a local business to check the welfare of a young child reported to be left alone in a car. I located the child and vehicle. A female who stated she was the child's mother was also located. A file check of the female found she had several warrants for her arrest. With the assistance of other family members on scene, the female was able to post bond for her charges. She was provided with a date to appear in court and released.

I responded to a local service station for a reported malicious destruction of property complaint. The complainant stated a male had struck their fuel pumps the previous night causing significant damage. The male suspect provided store clerks with information about the vehicle involved but wouldn't provide them with his name. The suspect was located and interviewed. The suspect claimed he was not driving, though surveillance video proved otherwise. The suspect was cited for failing to report a property damage accident.

I investigated a burglary at a local church. An unknown suspect smashed out a window then entered the church. It appears the suspect used towels, washcloths and a rug located in a kitchen to make a bed. The suspect then camped out inside the church overnight. The staff at the church advised they did not find anything missing.

I responded to check the security of a local business after passersby saw a window open in the drive through. Further investigation revealed the business was burglarized. There is a possible suspect in this case and the investigation is on going.

Respectfully Submitted,

Deputy Kelly Bowden, Badge #5379

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



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Undersheriff

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Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Sgt. M. Flint

FROM: Dep. P. Richards

DATE: 04/09/12

RE: March Monthly

Arrsts: (02)
Traffic: (07)
Citations: (02)
Complnts: (14)
Blotters: (3)
Total Srvc: (17)
Court: (1.3 hrs)
Comm. Pol. (49.2 hrs)
School Cntcts: (2)
Nbrhd Mttgs: (3)
Trng. (4.5 hrs)

COMMUNITY POLICING HIGHLIGHTS:

I patrolled several locations including several subdivisions throughout Delhi Township either on the bicycle or in a patrol car. Several of the locations/subdivisions that were targeted were either called into our office or self-initiated by myself or other deputies/command. One location was the area of Horstmeyer and Grovenburg; reports of speeding Highschool students in the area. I frequented the area several times for monitoring; I was able to stop several cars and issued several citations during those patrol times.

I continued to meet and discuss the possible formation of a Community Emergency Response Team for the Delhi area. I have met with Delhi Fireman Jeff Butcher on several occasions to work through the details of this project. I have also attended two larger formal regional area meetings to discuss our possible formation with them. We shared information on our group with the larger network at these meetings. I am providing them with the possibility of attending the National Night Out event in August. We also discussed the Lansing Marathon that will be ran through a section of Delhi Twp. These meetings were well attended.

I held a Neighborhood Watch/ Town Hall meeting at the Windmill Trailer park. I received information on possible drug violations within the community; I relayed this information to our METRO representatives. I also assisted them in the continued formation and scheduling of their summer time activities within the park. Several topics were discussed, including neighbors with loud exhausts and car stereos. I advised them that I would be looking into their concerns.

I held a Neighborhood Watch meeting at Delhi Manor. I received information at this meeting concerning vehicles not stopping at stop signs. I will patrol in the near future and monitor traffic for violators. We continued to discuss the scheduling of summer activities within the park community. The need for the seat-belt convincer and additional volunteer help was discussed and is being planned.

I held a meeting at Huntley Villa with management; I spoke to the manager on the possibility of their assisting to arrange for the development of "no-trespassing" letters to be written on two subjects that have been loitering in their community during the night hours. They advised that they would consider these requests and would advise if and when the letters were issued. Summer activities are still pending.

I held a meeting with the neighborhood watch group of Ivywood subdivision. The meeting was held at the Ingham County Sheriff's Office Delhi Division Conference Room. The meeting was well attended by many residents of the Ivywood subdivision. Many topics were discussed at the meeting. The main issue was the safety/security of their homes and vehicles within their community.

I advised them of keeping lights on at their homes for night security and keeping all doors (including garage doors) closed and locked if possible. I also advised them to keep all valuables either hidden in their vehicles or to remove them and place them inside.

I spoke to a group of Girl Scouts at the Horizon Elementary School. I introduced myself and an assisting female explorer who assisted me. I briefed the scouts on my role as a police officer. The Explorer who was assisting me also briefed the group on her role in the community. I showed them the use my Mountain Bike and Patrol Vehicle. I highlighted their uses and their effectiveness within the scope of police work. Many young scouts spoke to myself and the Explorer who assisted me. Fliers and stickers were also handed out to all the participants.

I spoke to many individuals over the past month on various neighbor complaints and issues within the community. I investigated several complaints of parked vehicles in the roadway in two separate neighborhoods within the Township. I spoke to both parties that were involved. I

also researched and answered a child safety restraint seat question. I spoke to several residents on suspicious and civil concerns in separate locations within the township.

I met with the manager of Tamarack Apts on Holt Rd. I spoke with her on several issues including a noise complaint between several residents. I spoke to the residents on the issue of noise. I advised them to call us if the noise was to continue. The management was appreciative for the involvement of the Sheriff's office on these issues.

I am currently working with Steve Burger on setting up a Battle of the Badge 2012 blood drive for the Sheriff's Office, possible in July.

I have also been frequenting the Delhi Township offices several times during the week. I am patrolling the hallways and individual departments for possible subjects that may be in the area loitering. Several patrols have been conducted at this time. I plan on continuing these patrols throughout the summer.

I have been placing informative messages and information on the Ingham County Sheriff's Office Delhi Division Web. Page/Facebook page. Entries have been made on a regular basis. I have also been forwarding this same information to all of my Neighborhood Watch groups as well. I have been monitoring the facebook page to seek out questions and concerns from the community. I then answer the questions on the same facebook page.

OTHER HIGHLIGHTS:

I investigated several automobile accidents some with and without injuries. All the vehicles involved had received minor to moderate damage. Several citations were issued to the at-fault drivers.

I investigated a civil complaint between family members over scrap steel in a shed on private property. I advised all parties involved of the civil nature to the call and their need to consult an attorney for legal advice.

I investigated a public peace violation which included a area resident that had a disagreement with the Holt Schools Transportation Department. This individual who complained was upset at possible violations by the school buses. The citizen voiced his concerns at the 9th grade campus during the month of March. I spoke to this individual and advised him not to return to the School property without the permission of a supervisor from the Holt Schools.

Deputy Paul Richards

COUNTY of INGHAM

State of Michigan

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Greg S. Harless
Chief Deputy

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Major

Joel Maatman
Major

TO: Sergeant M. Flint
FROM: Deputy Mary Hull #5353
DATE: Tuesday, April 03, 2012
RE: March 2012 monthly report

MONTHLY STATISTICS:

Citations:	3
Community Policing Hours:	78
Complaints:	24
School Contacts:	64
Property Checks:	3

SCHOOL AND COMMUNITY EVENTS:

March is designated reading month; this gave me an opportunity to read to kindergarten, first and second grade classes, at Wilcox Elementary. I read *I Knew an Old Lady Who Swallowed a Fly* to seven classes in the library to promote literacy. After reading to the classes, students were given an opportunity to ask me questions about my job as a Police Officer. I also took this as an opportunity to remind students how important reading is to my job.

In March, I was asked by a High School Counselor to assist in speaking with a student that complained that she was being bullied by three other students. The student reported that the individuals were placing notes in her locker that were harassing in manor. As it turned out the student was not being truthful about being bullied and admitted that she was the one that had written the notes.

Also during the month of March, a number of students came to me asking questions about different issues in their lives. Students came to me with questions about doing ride-alongs, as part of the Mentorship program through the High School. A few students came to me asking about citations they received and how to go about taking care of them. I also assisted a student in obtaining statistics for a project on drunk driving arrests and accidents in the State of Michigan.

OTHER HIGHLIGHTS (COMPLAINTS):

During the month of March, I took twenty-four complaints. These complaints included incidents of assaults, drugs, larceny, criminal sexual conduct, weapons, threats, truancy, school bus/crossing guard violations, Child Protective Services referrals, and a suspicious situation.

During the month of March, I took five assault complaints occurring at the Jr. High and High School. One complaint at the Jr. High involved two male students who got into a physical altercation in the locker room. One student received non-threatening injuries from the incident. The parent of the child that received the injury did not want to pursue charges against the other person involved. A second incident at the Jr. High involved a student and a teacher. The teacher advised that she was in the hallway when she observed a male and female student hugging. When the teacher told them to stop the male student used foul language. The teacher and other adults in the office reported that the suspect student “went after” the teacher but no physically contact was made against the teacher. The teacher involved advised that she wanted to pursue simple assault charges against the suspect student. A third incident at the Jr. High involved a male and female student. During lunch period, a male student “de-panted” a female student. The female’s parent did not want the male student punished for his actions. I also took a late assault report at the ninth grade building that occurred off school property. The students involved in this incident met up with each other with the intention of fighting. The fight was posted on Facebook. The report was used for documentation purposes only. I took a late domestic assault report between two high school students. The incident occurred near the beginning of the month but was not reported until later after a teacher noticed a bruise on the female students arm while in the counseling office. This incident was then reported to me. At first, the victim denied that an assault occurred. The victim then later advised that she was not truthful. The report was submitted the Ingham County Prosecutor’s Office for review.

During the month, I took one drug complaint at the ninth grade campus. A student brought one prescribed ADHD medication with him to school and gave it to another student. As the transaction was occurring, a teacher interrupted the students and seized the pill. Initially the student that brought the medication to school denied that the medication was his and indicated that he found it in the bathroom. When faced with the other students statement the suspect student recanted and told me the truth.

I also took a larceny complaint from Horizon Elementary School. Sometime during the evening hours an unknown suspect took money from a file cabinet. This incident is still under investigation.

During the month of March, I took two criminal sexual conduct reports. One investigation was a Child Protective Services referral. The referral was turned over to the Detective Bureau for

further investigation. The other incident involved students from Washington Woods Middle School. A male student was accused of touching a female student inappropriately, several times between the months of February and March. After interviewing the suspect and the victim, the report and a petition were submitted to Ingham County Prosecutor's Office for review.

During the month, I also received a call in reference to a student that the Jr. High that made threats over Facebook to another student. The male student was upset over a break up with his girlfriend and then had an altercation at school. Later that evening the student posted a threat towards the female on Facebook. Once the investigation is complete, the report and a petition for making threats over a telecommunications device and an assault charge will be forwarded to Ingham County Prosecutors Office.

I also took three truancy complaints during the month. Two of the reports were from the same eighth grade student that has not been attending school. The other truancy incident was obtained as part of a Child Protective Service referral. The mother of the eighth grade student has become frustrated with the fact that her daughter was leaving in the morning to walk to school but was never arriving at the school. The parent requested that I issue her daughter truancy citations in hope that the court can be of assistance. The other truancy complaint involved a student that was referred from Child Protective Services for an exorbitant amount of absences. The student told a teacher that his parents do not allow him to go to school. Attempts to contact the student's parents at their residence was not successful. As a result, a warrant request was submitted to Ingham County Prosecutor's Office for review.

Respectfully submitted,

Deputy Mary Hull #5353

Cc: Lt. Trojanowicz

DELHI CHARTER TOWNSHIP
Department of Community Development

March 2012 Activity Report

New Permits:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits</u>	<u>Total Inspections</u>
Building	10	31	44
Electrical	4	20	32
Mechanical	3	29	45
Plumbing	3	21	34
Fire Inspections	N/A	N/A	38
Totals	20	101	193

Soil Erosion Permits & APA Projects:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits/New Projects</u>	<u>Total Inspections</u>
Soil Erosion	0	2	47
Soil Erosion Waivers	0	3	0
APA Projects	0	0	3
Totals	0	5	50

New Code Enforcement Cases:

<u>Category</u>	<u>DDA Area Cases</u>	<u>Total Cases</u>
Building Maintenance	0	1
Fence Violation	0	0
Junk & Debris	1	2
Junk Vehicles	0	1
Miscellaneous	1	2
Noxious Weeds	0	0
Sidewalk Snow	0	0
Sign	1	1
Site Plan	0	0
Yard Parking	0	0
Improper Zoning Use	0	0
Totals	3	7
Total # of Inspections	8	

Rental Program Information:

Number of New Registered Rental Properties	1
Number of Rental Re-inspections	34
Number of Rental Investigations	2
Number of Rental Cycle Inspections	80

Civil Infraction/Abatement Information:

Abatement/Clean-ups	0
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	\$599.49
Civil Infractions Issued	0
<i>Civil Infraction Fines Issued (Year to date)</i>	\$375.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
COMMERCIAL ADDITION							
PB11-350	2495 CEDAR ST	CPSM HOLDING CORP	<i>EXPANSION AND REMODEL OF EXISTING KROGER</i>	\$1,200,000	\$7,920.00		
COMMERCIAL ADDITION				\$1,200,000	\$7,920.00		Total: 1
COMMERCIAL ALTERATION							
PB12-026	2040 AURELIUS ROAD UNIT 1	WYZYWANY, JACK JOSEPH	<i>INSTALLING TWO NEW WINDOWS</i>	\$4,000	\$105.00	Y	
PB12-034	1867 CEDAR STREET	K & K PROPERTIES LLC	<i>CONSTRUCTING WALLS FOR WORK SPACES</i>	\$254,660	\$1,683.00	Y	
PB12-049	2108 CEDAR STREET	WIELAND-DAVCO CORPORATION	<i>REMOVING INTERIOR - NON BEARING WALL</i>	\$3,000	\$0.00	Y	
COMMERCIAL ALTERATION				\$261,660	\$1,788.00		Total: 3
COMMERCIAL MISCELLANEOUS							
PB12-025	4276 HOLT ROAD	VIAZANKO CONSTRUCTION SERVICES	<i>TEAR OFF AND RE-ROOF</i>	\$40,000	\$150.00	Y	
PB12-046	2237 AURELIUS ROAD #2	NEXT LEVEL TRANSMISSION AND AUTO	<i>NEXT LEVEL TRANSMISSION MOVING INTO SPACE</i>	\$0	\$50.00	Y	
COMMERCIAL MISCELLANEOUS				\$40,000	\$200.00		Total: 2
COMMERCIAL NEW STRUCTURE							
PB12-043	1325 N CEDAR ROAD	ORCHARD CONSTRUCTION, INC.	<i>NEW COMMERCIAL BUILDING FOR SALES OF RECYCLED AUTO PARTS</i>	\$194,124	\$1,287.00	Y	
COMMERCIAL NEW STRUCTURE				\$194,124	\$1,287.00		Total: 1
DECK							
PB12-032	1399 HAPSBURG AVENUE #069	WILLMAN, SCOTT & MARTINA	<i>10' x 12' DECK</i>	\$1,080	\$50.00		
PB12-039	2727 PINE TREE ROAD	HAWLEY, KRISTOPHER	<i>CONSTRUCTING A 12' X 12' DECK ATTACHED TO HOME</i>	\$1,296	\$50.00		
PB12-044	4140 DUBLIN CIRCLE	CUSTOM DESIGN INTERIORS & STRUCTURE	<i>ENLARGING EXISTING DECK BY 285 SQ FT</i>	\$1,512	\$50.00		
DECK				\$3,888	\$150.00		Total: 3
FENCE							

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
PB12-028	2212 MEADOWLAWN DRIVE	DOUGLAS, GAIL MICHELLE	<i>INSTALLING 4 FT CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$50.00	Y	
PB12-051	1655 GRAYFRIARS AVENUE	ELLSWORTH, JACOB & SAMANTHA	<i>INSTALLING 4' CHAIN LINK FENCE IN BACK YARD</i>	\$0	\$50.00		
FENCE				\$0	\$100.00		Total: 2
MOBILE HOME IN PARK							
PB12-036	2700 EATON RAPIDS ROAD #011	THOMPSON PRO-SET	<i>MOBILE HOME SET-UP</i>	\$0	\$150.00		
PB12-037	2700 EATON RAPIDS ROAD #017	THOMPSON PRO-SET	<i>MOBILE HOME SET-UP</i>	\$0	\$150.00		
PB12-038	4075 HOLT ROAD # 165	T.S. MOBILE HOME SERVICE	<i>MOBILE HOME SET-UP</i>	\$0	\$150.00		
MOBILE HOME IN PARK				\$0	\$450.00		Total: 3
RESIDENTIAL ADDITION							
PB12-041	6481 BISHOP ROAD	ALWARD, WAYNE L	<i>259 SQ FT ADDITION TO EXISTING ROOM FOR UTILITY, EXTENDING ONE BEDROOM AND ADDING ONE BATHROOM</i>	\$24,346	\$150.00		
PB12-042	1575 STONEHAVEN DRIVE	HOLT BUILDERS LLC	<i>BUILDING A 20' X 24' 2" ADDITION ON TOP OF EXISTING GARAGE</i>	\$40,800	\$246.00		
RESIDENTIAL ADDITION				\$65,146	\$396.00		Total: 2
RESIDENTIAL ALTERATION							
PB12-029	4999 DEER RUN LANE	SPITZ, DONALD SR & MARIE	<i>REMODEL GARAGE INTO FAMILY ROOM ENTRY AND CRAWL SPACE</i>	\$30,976	\$186.00		
PB12-033	3910 APPLGROVE LANE	BOURDON, THOMAS	<i>FINISHING 634 SQ FT OF BASEMENT WHICH INCLUDES ADDING A NEW FULL BATH</i>	\$12,680	\$78.00		
PB12-035	2065 HAMILTON STREET	PAUL DAVIS RESTORATION	<i>REPAIR FIRE DAMAGE TO UPPER UNIT</i>	\$30,000	\$180.00		
PB12-048	2026 COOLRIDGE ROAD	ODD FELLOWS CONTRACTING INC	<i>GARAGE REMODEL</i>	\$7,000	\$50.00	Y	
RESIDENTIAL ALTERATION				\$80,656	\$494.00		Total: 4
RESIDENTIAL DWELLING/GARAGE							
PB12-027	1505 CATALINA DRIVE	COUNTRY VIEW ESTATES LLC	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$184,385	\$1,110.00		

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
RESIDENTIAL DWELLING/GARAGE				\$184,385	\$1,110.00		Total: 1
RESIDENTIAL MISCELLANEOUS							
PB12-030	1690 STONEHAVEN DRIVE	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB12-031	4131 ARCHWOOD DRIVE	LEONARD, JOHNATHON	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB12-040	896 WAVERLY ROAD	MUMBY, DOUGLAS J & JEANNE	NEW ROOF OVER PORCH	\$7,280	\$50.00		
PB12-050	3667 DELL ROAD	FEILERT, JEDIDIAH CALEB	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
RESIDENTIAL MISCELLANEOUS				\$31,280	\$200.00		Total: 4
RESIDENTIAL STORAGE/GARAGE							
PB12-045	2016 WYNDHAM HILLS DRIVE	KEEP, LYNN D & LINDA	CONSTRUCTING 24' X 32' POLE BARN	\$13,824	\$84.00		
RESIDENTIAL STORAGE/GARAGE				\$13,824	\$84.00		Total: 1
SIGN							
PS12-005	2417 CEDAR STREET	DEROSA, ANTHONY & IDA	INSTALLING A MAXIMUM OF A 32 SQUARE FT WALL SIGN	\$0	\$90.00	Y	
PS12-006	2495 CEDAR ST B13	GREEN PC PROS, LLC	INSTALLING 18 SQUARE FT WALL SIGN	\$0	\$68.00		
PS12-008	4509 WILLOUGHBY ROAD	DOUGLAS SIGNS	CONSTRUCTING 40 SQUARE FOOT POLE SIGN	\$0	\$90.00	Y	
SIGN				\$0	\$248.00		Total: 3
SIGN - GRAND OPENINGS							
PS12-007	2495 CEDAR ST B13	GREEN PC PROS, LLC	GRAND OPENING SIGN - FROM 3/20/12 TO 4/4/12	\$0	\$0.00		
SIGN - GRAND OPENINGS				\$0	\$0.00		Total: 1
Totals:				\$2,074,963	\$14,427.00		31

Permit.DateIssued Between 03/01/2012 AND 03/31/2012
AND
Permit.PermitType = Building OR
Permit.PermitType = Sign

SUMMARY OF CONSTRUCTION VALUES

Year	2006		2007		2008		2009		2010		2011	
Type	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value
Commercial Addition, Alteration & Commercial Misc	32	\$ 1,895,384.00	49	\$ 9,353,080.00	30	\$ 2,830,791.00	29	\$ 1,215,220.00	27	\$ 1,665,320.00	37	\$1,029,347
Commercial New Structures	6	\$ 5,665,672.00	6	\$ 2,230,506.00	1	\$ 875,903.00	5	\$ 4,360,107.00	3	\$ 1,712,188.00	5	\$3,951,772
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	249	\$ 681,722.00	255	\$ 834,376.00	165	\$ 1,118,676.00	487	\$ 3,105,297.00	372	\$ 2,103,596.00	233	\$ 1,262,153.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	122	\$ 20,311,984.00	58	\$ 8,856,775.00	27	\$ 5,189,435.00	22	\$ 3,861,101.00	37	\$ 5,998,675.00	28	\$ 3,849,279.00
Residential Addition, Residential Alteration	70	\$ 1,510,922.00	47	\$ 972,435.00	51	\$ 1,013,207.00	43	\$ 1,085,548.00	51	\$ 1,105,827.00	46	\$ 1,021,182.00
Residential Multiple Family & Apartment Units	3	\$ 2,738,265.00	6	\$ 7,621,380.00	0	\$ -	0	\$ -	2	\$ 1,237,795.00	3	\$ 3,694,734.00

2012 Year to date Construction Values:

Commercial / Industrial:	\$ 2,241,567.00
Residential:	\$ 778,169.00
Total Single Family Homes:	2

Department of Community Development

2011 Annual Report



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Delhi Township's Department of Community Development

Services:

- Planning & Zoning
- Building & Construction Permitting/Inspection
- Soil Erosion & Sedimentation Control
- Code Enforcement & Rental Housing Program
- Geographic Information Services
- Land Division
- Economic Development & Tax Abatement
- Special Projects

Provides Staff to:

- Planning Commission
- Zoning Board of Appeals
- Building Board of Appeals
- Housing Board of Appeals
- Township Board



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Planning & Zoning



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Planning & Zoning

- Site Plan Review, Plat, Condo & PUD, Special Use Permits, Rezoning Requests, Appeals, Etc.
- Capital Improvement Planning.
- Sign Permit Applications.
- Administer & Update Zoning Ordinance.
- Assist residents, property owners, businesses & developers with development issues.
- Provide review of proposed development for consistency with Master Plan and other planning documents.
- Coordinates street improvement projects.
- Special Projects & Other (e.g. streetlights, sidewalk program).



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Planning Commission 2011 Case Data

Case Type	2008	2009	2010	2011
Re-Zonings (Map Amendment)	7	0	2	2
Text Amendments	5	4	1	2
Special Use Permits	6	1	2	7
Site Plans Submitted	3	2	2	5
Administrative Site Plan	N/A	N/A	6	7
Total Cases/Applications:	21	7	13	23

- Total Application Fees = \$20,196.20
- 5 Public Hearings Held for Above Cases



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Zoning Board of Appeals

Type of Case/Application	2007	2008	2009	2010	2011
ZBA Meetings	8	5	6	4	3
Variance Requests	9	7	6	4	5
Variances Granted	9	6	4.5	4	4
Appeals	0	0	2	0	0
Other Cases Heard by Board	2	0	0	0	0

Other 2011 Stats:

- 5 Public Hearings were held
- \$1,000 in fees were collected



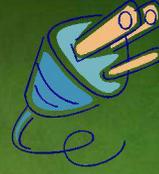
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2011 Building Permit Activity

Building Permit Type	2009 Permits	2010 Permits	2011 Permits	2009 Est. Value	2010 Est. Value	2011 Est. Value	2009 Permit Revenue	2010 Permit Revenue	2011 Permit Revenue
Apartment Unit	0	3	3	\$0	\$1,267,795	\$9,894,794	\$0	\$8,054	\$24,394
Commercial Addition	2	4	2	\$45,000	\$50,407	\$93,480	\$287	\$3,363	\$587
Commercial Alteration	12	13	19	\$691,985	\$1,072,913	\$766,157	\$4,841	\$7,228	\$5,609
Commercial Miscellaneous	15	7	16	\$478,235	\$57,000	\$174,790	\$3,315	\$768	\$1,340
Commercial New Structure	5	3	5	\$4,360,107	\$1,712,188	\$3,615,772	\$25,678	\$7,603	\$24,670
Deck	36	47	34	\$93,587	\$109,054	\$93,236	\$1,810	\$2,350	\$1,770
Demolition	11	20	6	\$0	\$0	\$0	\$550	\$400	\$220
Fence	58	60	63	\$0	\$0	\$0	\$2,325	\$2,300	\$2,600
Mobile Home In Park	2	1	4	\$5000	\$0	\$0	\$300	\$0	\$600
Pool	6	15	8	\$0	\$170,700	\$64,000	\$200	\$704	\$400
Pre-manufactured Home	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0
Residential Addition	13	23	11	\$521,666	\$849,065	\$314,471	\$3,234	\$4,128	\$2,130
Residential Alteration	30	28	25	\$563,892	\$456,762	\$706,711	\$3,998	\$3,154	\$4,744
Residential Condo w/Garage	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0
Residential Dwelling	22	32	20	\$3,856,101	\$5,986,675	\$3,725,427	\$23,814	\$40,233	\$21,604
Residential Miscellaneous	338	216	125	\$3,442,066	\$1,686,781	\$991,065	\$21,732	\$11,330	\$6,651
Residential Multiple Family	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0
Residential Storage/Garage	17	7	7	\$297,110	\$92,051	\$123,852	\$1,862	\$802	\$730
Signs	21	15	24	\$0	\$0	\$0	\$1,525	\$1,347	\$1,720
Totals	988	484	372	\$14,954,759	13,933,401	\$14,646,615	\$95,322	\$93,690	\$99,759

Trade Permits



Type of Permit	2009		2010		2011	
	# of Permits Issued	Permit Revenue	# of Permits Issued	Permit Revenue	# of Permits Issued	Permit Revenue
Electrical	175	\$20,651	183	\$23,939	189	\$25,540
Mechanical	232	\$17,289	343	\$26,301	470	\$33,902
Plumbing	146	\$12,971	152	\$16,325	134	\$14,226
Totals	553	\$50,911	678	\$66,565	793	\$73,668



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All Building & Trades – Permit Inspection Totals

Type of Permit	Number of Inspections			
	2008	2009	2010	2011
Building	957	917	1225	731
Demolition	7	8	24	5
Electrical	497	313	362	348
Mechanical	627	506	670	842
Mobile Home Setup & Pre-manufactured Homes	13	1	2	6
Plumbing	383	284	323	328
Pool	3	6	18	12
Signs	22	12	22	28
Total	2,878	2,047	2,646	2,300



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Fire Inspections

- CD staff inspectors began assisting with fire inspections in 2009.
- Not including the multi-family inspections, staff conducted **764** fire inspections in 2011.
- Every multi-family property inspection incorporates a fire inspection.



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Soil Erosion & Sedimentation Control (SESC)

- Fourth full year of program implementation.
- Overwhelming compliance, conducted first abatement.



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SESC Permit & Inspection Activity

<i>MEA Program Data</i>	2008	2009	2010	2011
Permits Issued	46	53	66	41
Waivers Granted	6	12	26	20
Notices of Deficiency	19	22	18	28
Notices of Violation	1	0	1	1
Total Inspections	436	706	489	528
SESC Revenue	\$19,473	\$23,056	\$28,444	\$25,798
<i>APA Program Data</i>				
Total Projects	21	25	16	4
- DDA	7	22	15	0
- DPS	13	3	1	3
- Parks	1	0	0	1
Total Inspections	192	351	37	6

TOTAL 2011 SESC INSPECTIONS = 534



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Important Information About Total Building Inspection Activity



Our two full-time inspectors and “as needed” contract inspector conducted a total of **3,598** inspections in 2011.

(2 FTE/ 1 “as needed contractor”)



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Code Enforcement & Rental Housing Program





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Enforcement Case Activity

Type of Enforcement Case	2008	2009	2010	2011
Building Maintenance	34	55	28	55
Fence Violation	7	3	6	5
Junk	73	62	67	68
Junk Vehicle	66	85	79	68
Miscellaneous	71	55	55	72
Noxious Weeds	169	195	180	197
Sidewalk Snow	16	22	63	43
Sign	42	40	50	29
Site Plan	13	1	0	0
Yard Parking	18	11	14	16
Zoning Violation	21	34	29	12
Total:	530	563	571	565



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Ticket & Abatement Summary

	2008	2009	2010	2011
Number of Tickets Issued	41	45	55	52
Amt. of Fines Assessed	\$4,300	\$4,775	\$5,875	\$5,575
Amt. of Fines Collected	\$4,024	\$2,874	\$1,650	\$4,705
Number of Abatements	163	202	151	169
Resulting Tax Liens	\$22,359	\$23,139	\$18,114	\$17,806

2011 Code Enforcement Inspections = 985



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Common Junk Complaints...



Scrap



Junk



Hazardous Conditions



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And, just as important...



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And always SIGNS...



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Rental Housing Program

Rental units within the Township are required to be registered and inspected once every two years.

- Insures quality of rental housing stock.
- Protects property values, tax base and community quality.

In 2011...

- January 2011 began a new registration cycle (2-yr).
- Inspection of multi-family units was finished during the winter of 2011 and the 1 & 2 family units were started in the fall.



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2011 Rental Program Statistics

Category:	2008	2009	2010	2011
Total Registered Units	2,480	2,493	2,521	2,579
Total Registered Properties	449	469	493	534
Newly Registered Properties (1 st time)	33	50	35	67
Initial Rental Inspections	988	1,546	944	1,654
Rental Re-Inspections (2 or more)	411	512	420	562
% of initial inspection compliance	58%	67%	56%	66%
Rental Program Fees Collected	\$63,295	\$108,352	\$108,242	\$122,995

Years where the most 1 & 2 family units are inspected.

2011 Total Rental Program Inspections = 2,216



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Property Maintenance...



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A Few Other Community Development Responsibilities & Projects



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2011 Land Division Review

Category:	2008	2009	2010	2011
# of Applications	11*	5	3	8
# Approved or Approved w/ Conditions	11	5	3	7
# Denied	0	0	0	0
Application Fees Received	\$3,125	\$1,895	\$875	\$2,000

* Community Development did not gain responsibility for land divisions until August 6, 2008.

•All land divisions are incorporated into GIS when approved, ensuring accurate parcel layer data.



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2011 Tax Abatements = \$2,152,615 Million in New Investment!

Company:	XG Sciences	Eisen Electric
Personal Property	N/A	\$774,000
Real Property	\$1,378,615	N/A
Totals:	\$1,378,615	\$774,000
Jobs Retained	0	3
Jobs Created	50	2

2009 = \$10.1 Million in New Investment

2010 = There were not any tax abatements



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Walkability Initiatives

Sidewalk Program

- Completed inspection of **68 miles of sidewalk** in Sections 11,14,15, 16, 22 & 23.
- **2,616.5 SF** of sidewalk were repaired through the 50/50 cost share program.

Other

- Assisted DDA to secure **funding for North Trail Connector**.
- Received small grant to begin work on **Complete Streets** education and ordinance development.
- Received over **\$207K in Safe Routes to School** funding for Washington Road Sidewalk.



Streetlight District Work

- Worked with Accounting Department to determine annual increases.
- Revised all 100+ streetlight districts (two different service providers) to reflect changes.
- Worked to implement approval of the amended district rolls.



\$1 Home Program – 4360 W. Holt Road Unit #11

- Purchased home from HUD on 4/11/2011 for \$1.
- Dept. Staff coordinated renovation work, including: new appliances, flooring, water heater, furnace, windows, landscaping, plumbing & fixtures.
- Sold home to owner-occupant on 8/19/2011 for \$44,000 (cash to township at closing = \$37,383.59.)
- Cost of repairs/improvements = \$17,379.88. Income = \$20,003.



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\$1 Home Program – 2138 Dean Avenue

- Purchased home from HUD on 5/06/2011 for \$1.
- Dept. Staff coordinated renovation work, including: constructing dormer upstairs with added bedroom and bathroom, new appliances, flooring, water heater, furnace, windows, plumbing and resurfaced driveway.
- Sold home to owner-occupant on 11/22/2011 for \$69,900 (cash to township at closing = \$59,485.)
- Cost of repairs/improvements = \$56,142. Income = \$3,343.



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Staff

- Tracy Miller, Director
- Randy Mastin, Building Official
- Rex Simons, Plumbing & Mechanical Inspector
- Dennis Lamer, Code Enforcement Officer
- Kathy Malone, Planning Secretary
- Noelle Tobias, Building Secretary
- Bert Gale, Electrical Inspector (AGS Contractor)



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Thank You!



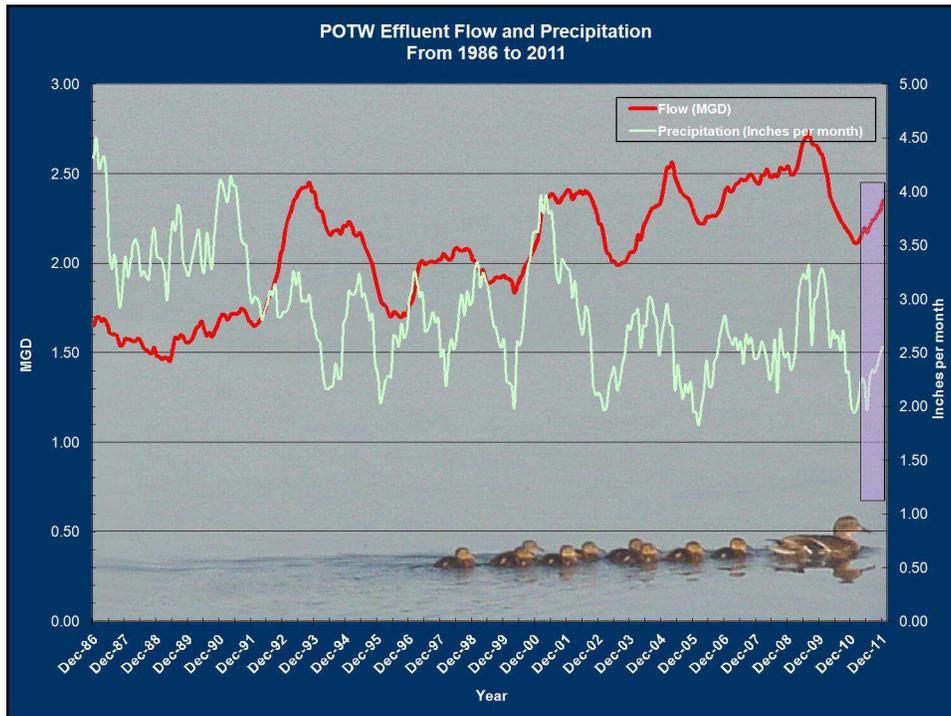
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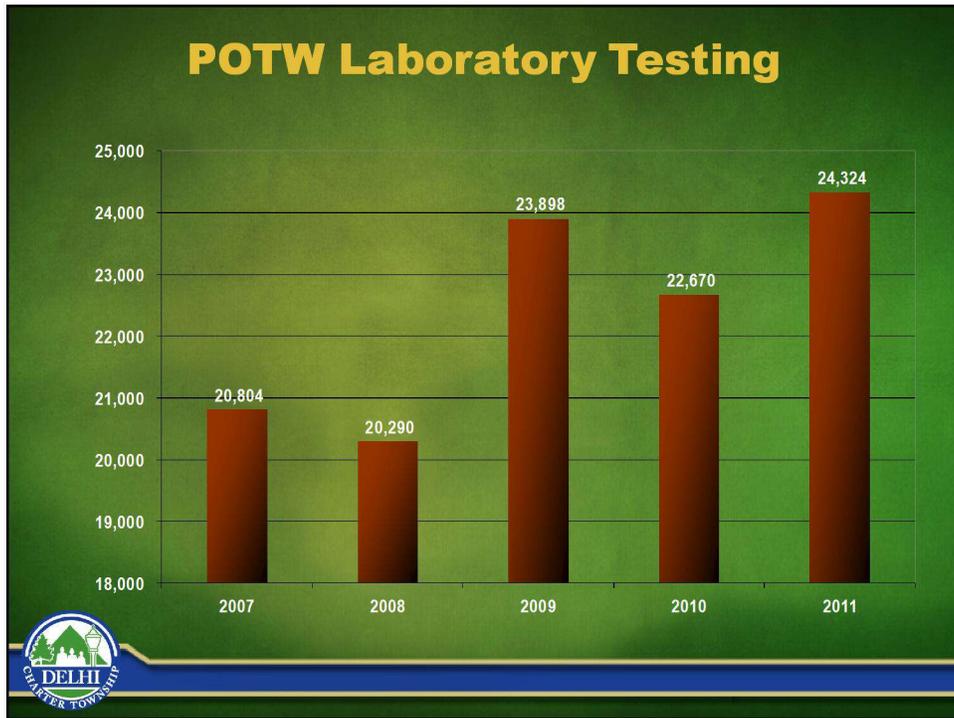
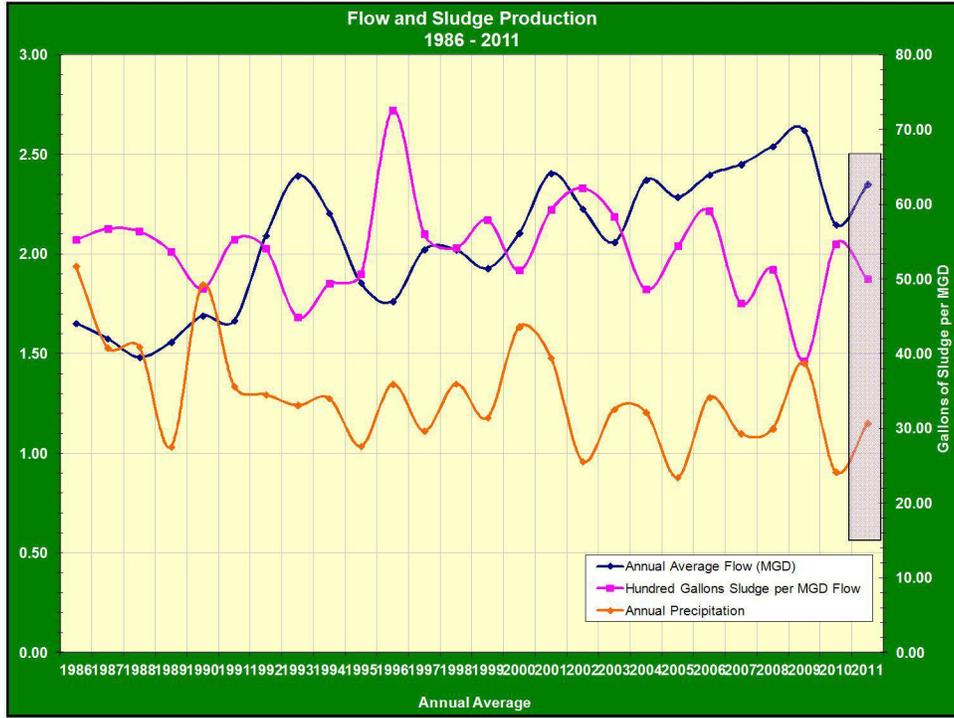
Department of Public Services 2011 Annual Report

Presented by:
Sandra Diorka
Director of Public Services
March 6, 2012



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Zero (0) Permit Violations for 2011



Grease Interceptor Prevention

Company Name	Interceptor Size in Gallons	Total Gallons of Grease Intercepted
7-11 - 1997 Aurelius	750	657.00
Biggby Coffee - 2006 Cedar	750	266.00
Buddies Grill - 2040 Aurelius	539	611.00
Big Ten - 2005 Elfert	10	22.39
Burger King - 2464 Cedar	3500	3740.00
Burger King - 2520 E. Jolly	1047	1493.00
Champions - 2440 N. Cedar	2020	2717.00
Chisholm Hills - 2395 Washington	750	105.00
Coaches - 6201 Bishop	3500	2462.00
Coffee Barrel - 2237 Aurelius	1000	49.00
Cottage Inn Pizza - 1995 Cedar St	3.74	5.95
Delhi Café - 4625 Willoughby 1-A	236	122.50
Fat Boys Pizza - 2040 Aurelius Ste. 2	750	226.00
Fraternal Order of Eagles - 1111 N. Cedar	750	325.75
Hometown Nutrition - 2380 N. Cedar Ste 3	Skimmer	48.00
Incu-Bake 1967 Aurelius	3500	329.00
IngCredible - 2454 S. Cedar	10	9.00
Jade Garden - 1979 Aurelius	1500	1518.00
Kroger - 2495 N. Cedar	500	682.00
Little Caesar's Pizza - 2221 N. Cedar	838	920.00
McDonald's - 2776 Eaton Rapids Road	3000	1896.00
McDonald's - 2530 E. Jolly	673	363.00
McDonald's - Cedar	3500	3568.00
Sam Corey Senior Center - 2108 N. Cedar	3500	2084.00
Sammys II - 1957 Cedar	3500	3491.00
Subway - 2765 Eaton Rapids Road	1122	475.00
Tacos E Mas - 1850 Cedar	1257	352.00
Tim Horton's - 2450 E. Jolly	3200	1468.00
Tim Horton's - 2350 Cedar	3500	1985.00
Wendy's - 2727 Eaton Rapids Road	3150	817.00
TOTAL		32,816.59



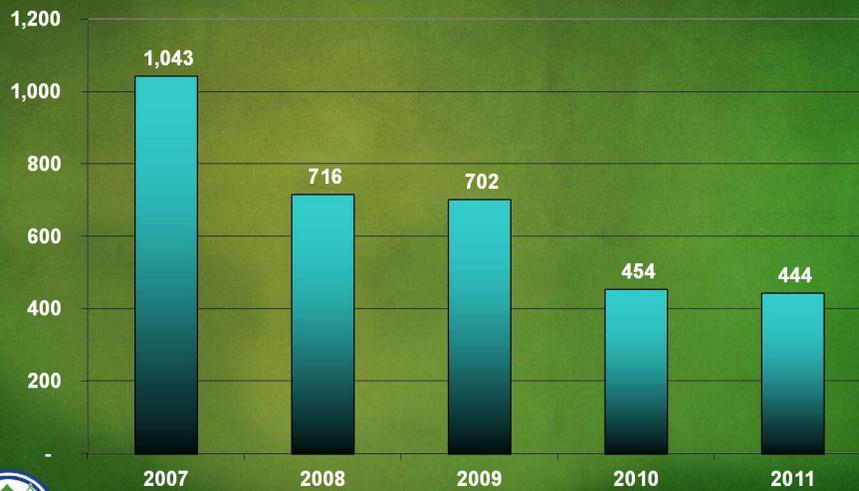
Grease Interceptor Prevention



Year	Total Gallons Intercepted	Gallons Calculated By
2006	33,944	Tank Volume
2007	27,281	Tank Volume
2008	38,040	Tank Volume
2009	48,105	Tank Volume
2010	15,363	Tank Solids
2011	32,817	Tank Volume



Maintenance Activity Work Orders

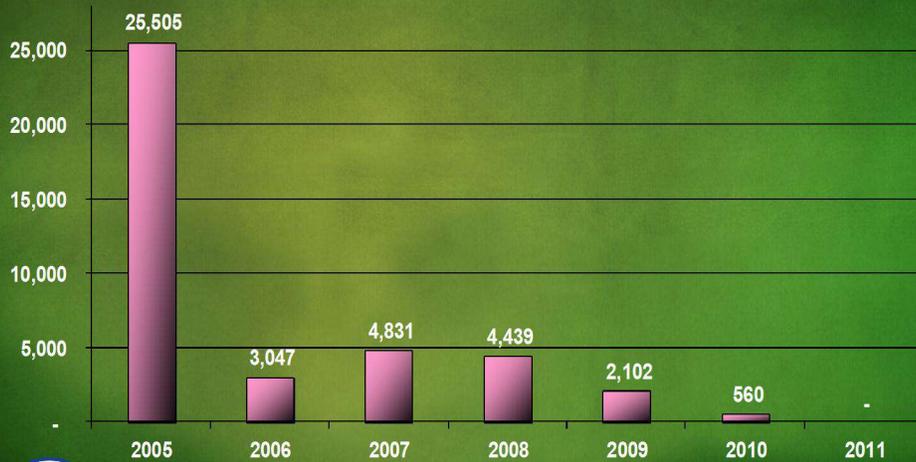


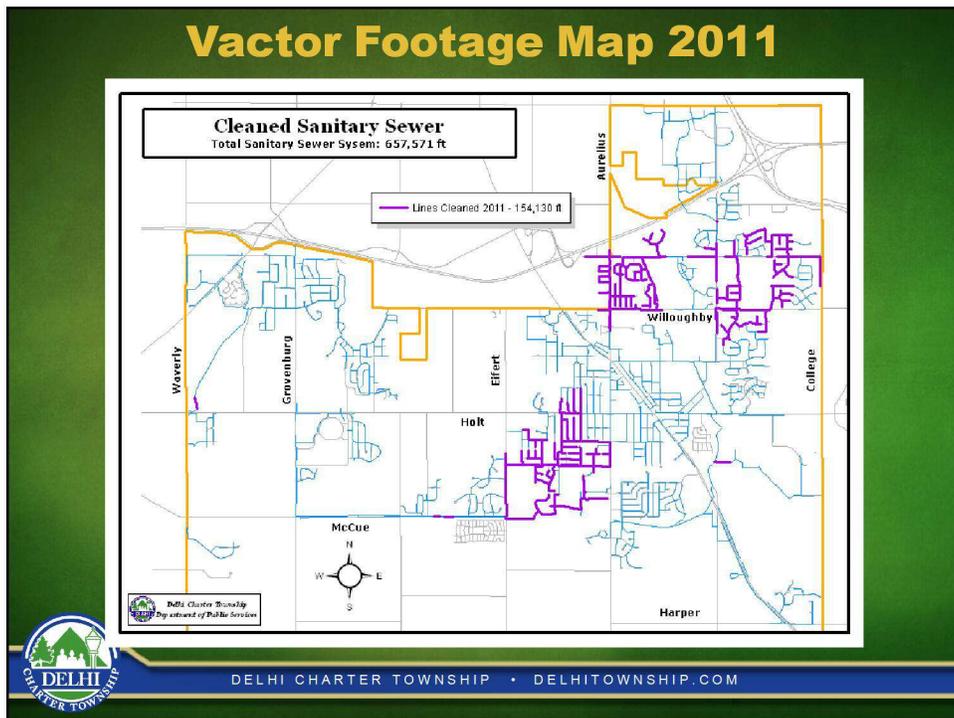
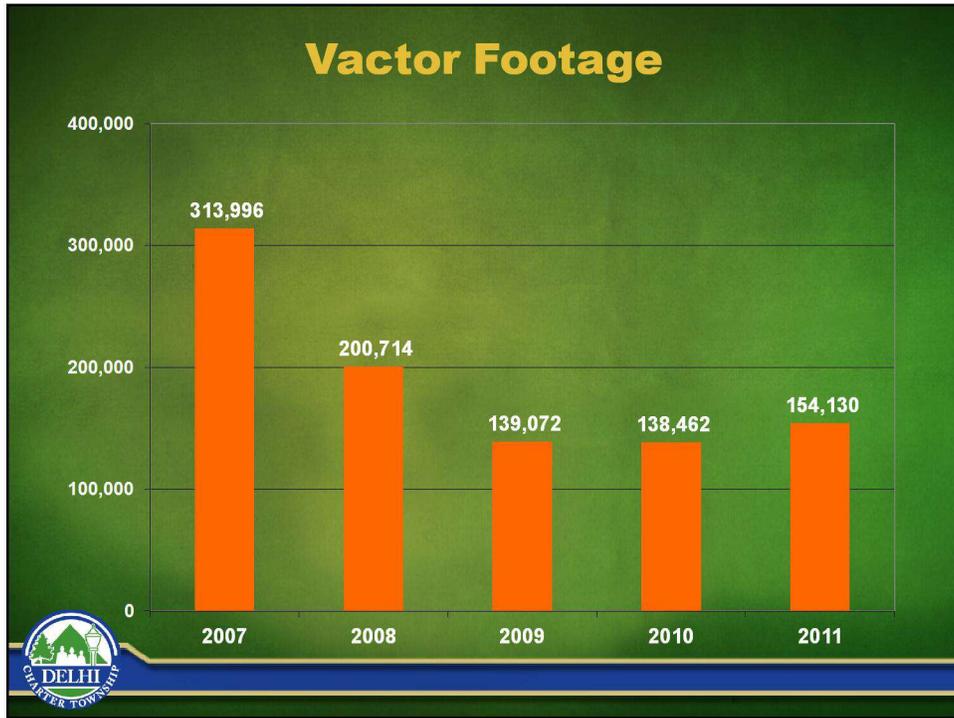
Collections

- 124.54 Miles of Sanitary Sewer (657,571 feet)
- Twelve Lift Stations
 - College Road
 - Delhi Commerce Center
 - Dell Road
 - Eifert Road
 - Grovenburg Road
 - Holt/Wyndham Road
 - Lift Station D
 - Meadow Ridge
 - Pine Tree Road
 - Pleasant River Drive
 - St. Lawrence Center
 - Waverly Road

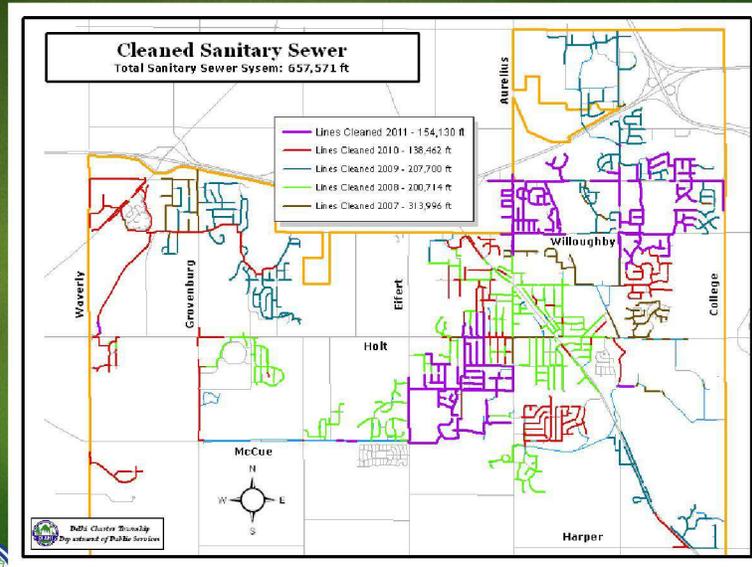


Feet of New Sanitary Sewer Accepted





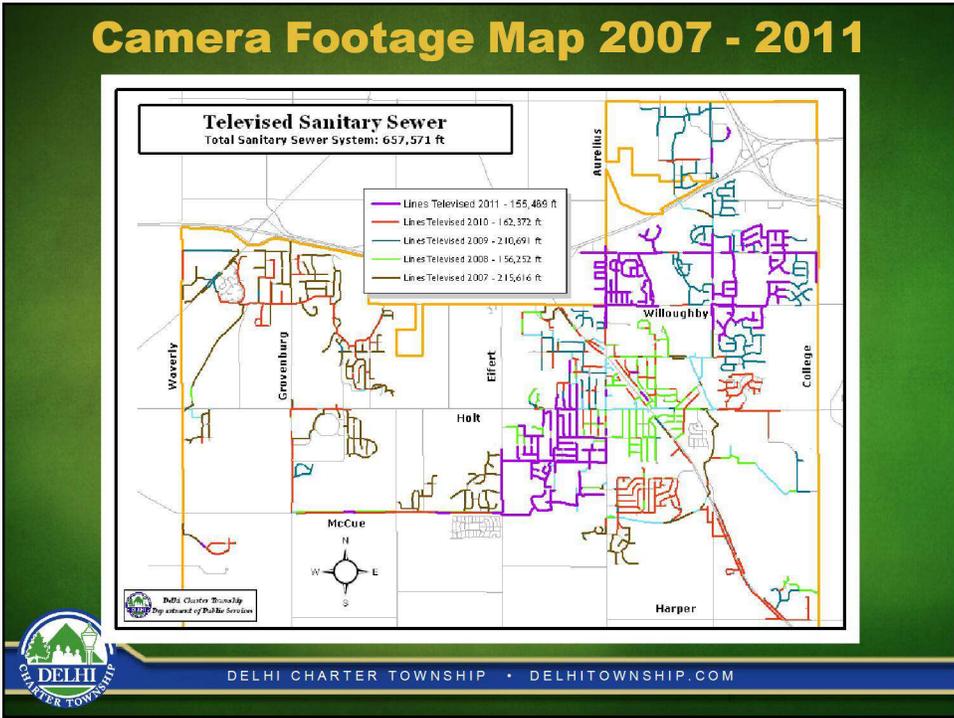
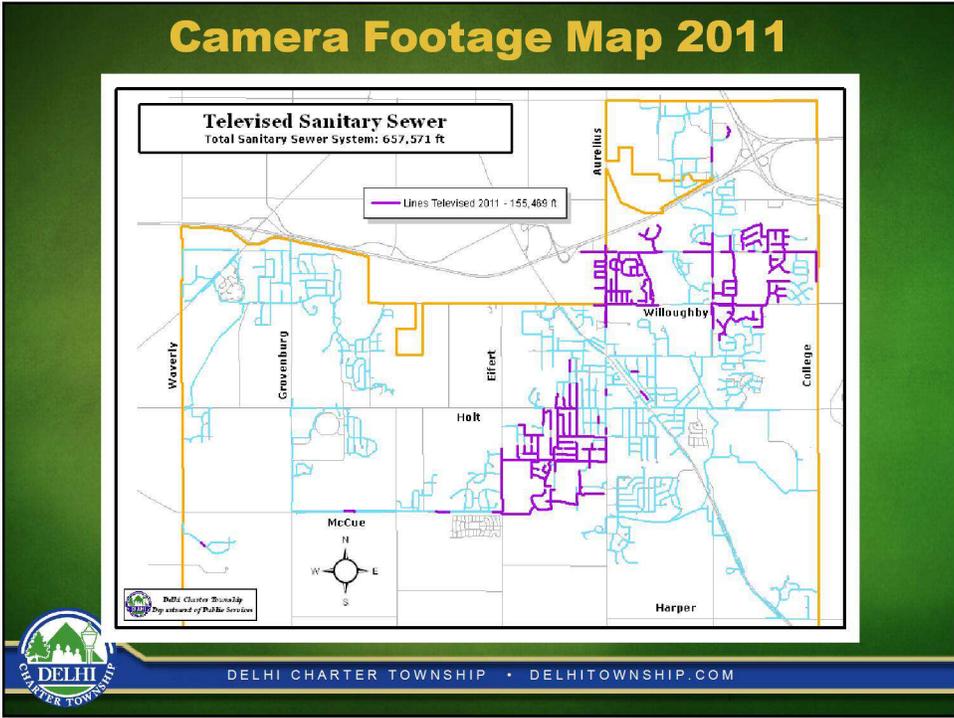
Vactor Footage Map 2007 - 2011

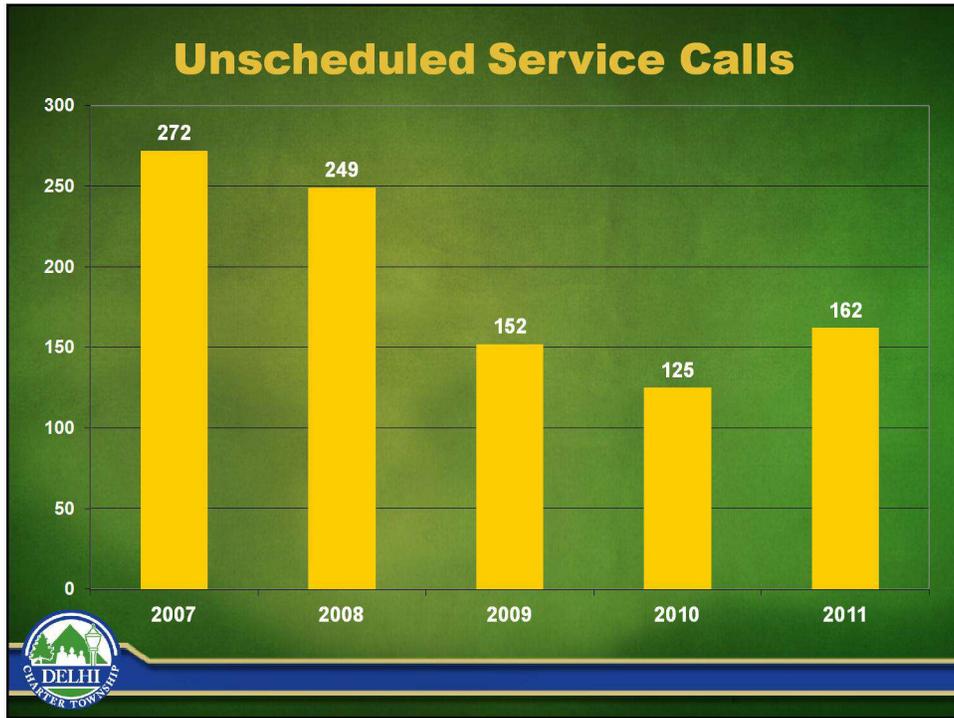


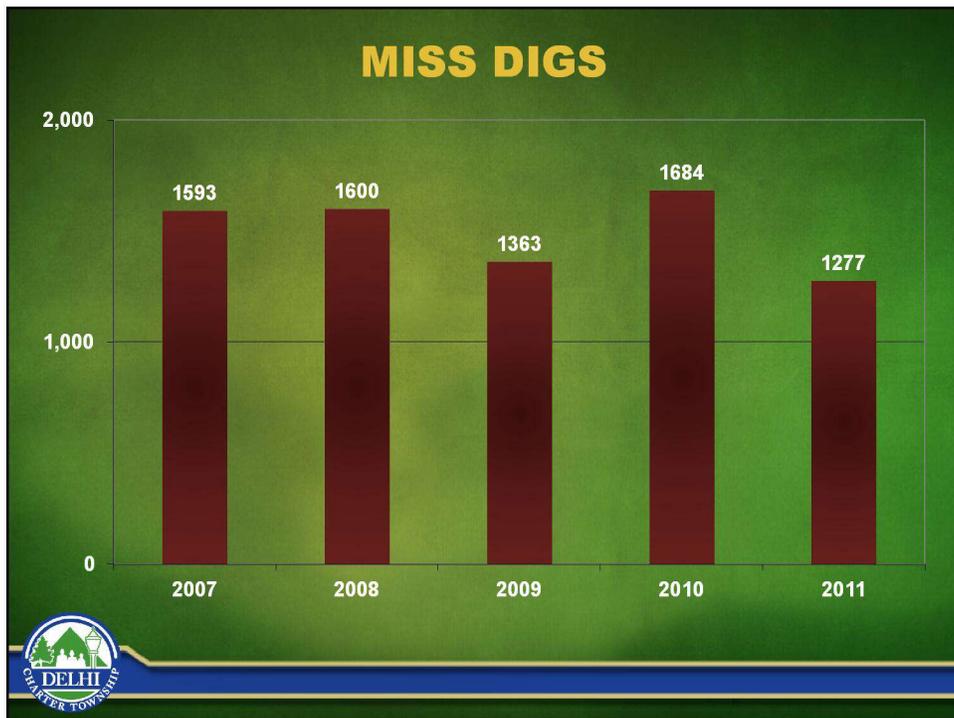
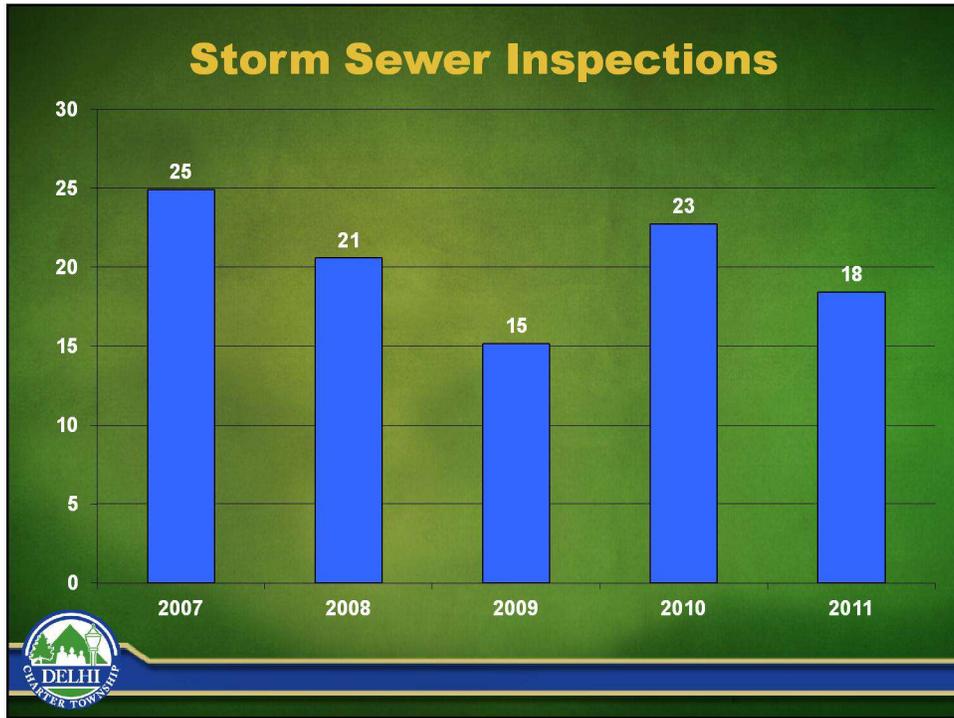
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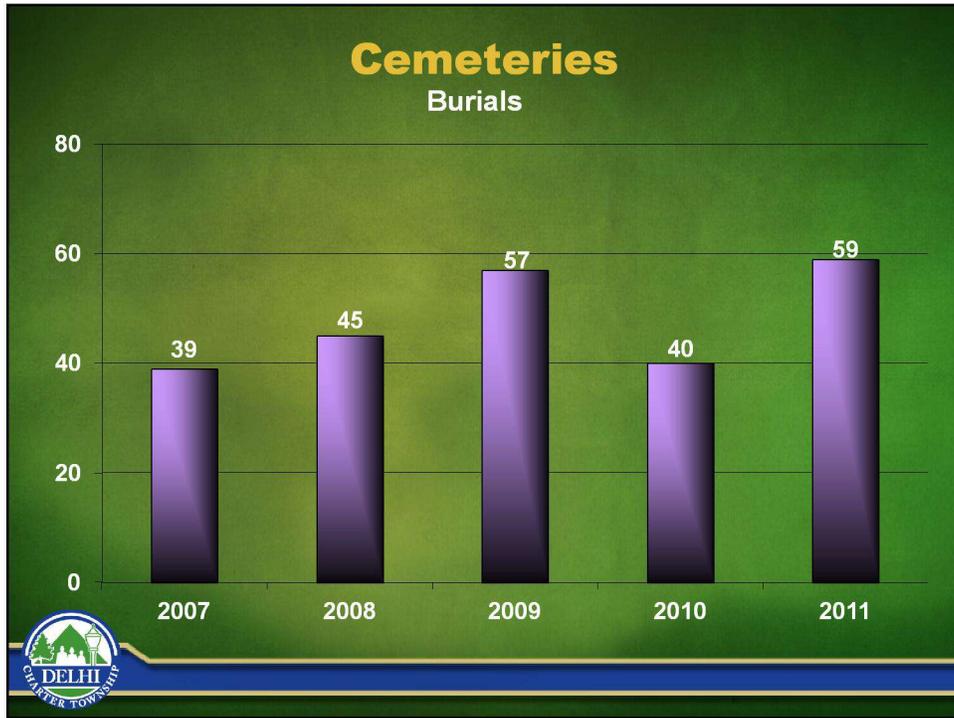
Camera Footage











Storm Water

- Participated in Six (6) Storm Water Committees
- Awarded Water Quality Monitoring Grant
- Maintained Storm Water Outfalls on Township & Holt Public Schools Properties
- Street Swept 363.7 feet of Streets & 1,049,058 square feet of Parking Lots
- Grand River & Sycamore Creek Drain Water Quality Sampling
- Macro Invertebrate Sampling
- Assisted the Tri-County Regional Planning with applying for a 319 Grant also known as the Lower Upper Grand Planning Project (LUGPP)
- Vector and televise Green Drain branch #4 storm sewer system for Ingham County Drain Commission





Buildings & Grounds

- Provide Maintenance of ~60,000 ft² Building Space
- Maintain (mow and trim) 99.2 Acres
- Clear Properties for Snow & Ice
 - 19 Township Properties
 - 3 DDA Properties
 - 5 DDA Bus Stop Benches
 - 9.5 Miles DDA Sidewalk



Community Outreach

- Brush Drop-off



Partnered with Holt Lions Club to host additional brush drop-off events





Community Outreach

- Gill
 - Messiah Lutheran Church
 - Olivet Baptist Church
 - St. James Catholic Church
 - Dimondale Elementary
 - POTW Annual Open House
 - Farmers Market
 - Holt Relay for Life
 - Hometown Festival
 - Old Town Jazz Fest
 - MSU Homecoming Parade
 - Holt Arts Festival
 - Holt Homecoming Parade
 - Silver Bells Parade
 - Mason Electric Light Parade
 - Holt Tree Lighting
 - Leslie Electric Light Parade



Community Outreach

- 950 "likes"
- 61% female / 38% male
- Largest age group 18 – 24
- 20 countries
- Last post made 144 impressions



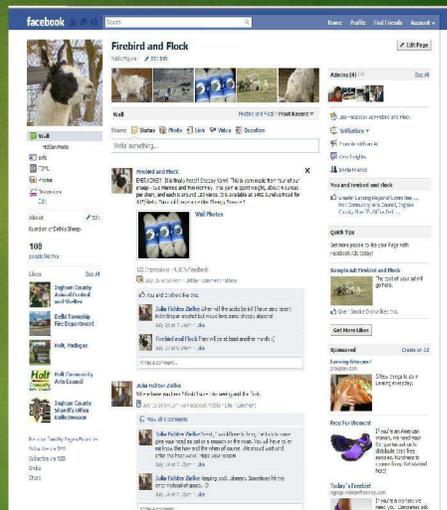
Community Outreach

- Sheep
 - Feature story on TV Tokyo, Japanese national television in Tokyo Japan
 - Participate in Holt Hometown Parade
 - Attend Harvest of the Arts
 - 10 lambs born in 2011
 - 145 Pairs of Socks Made by Zeilinger Wool
 - 72 Skeins of Yarn Made by Zeilinger Wool
 - 243 Pairs of Gloves Made by Newberry Knitting



Community Outreach

- 126 "likes"
- 84% female / 14% male
- Largest age group 35 – 44
- 3 countries
- Last post made 69 impressions



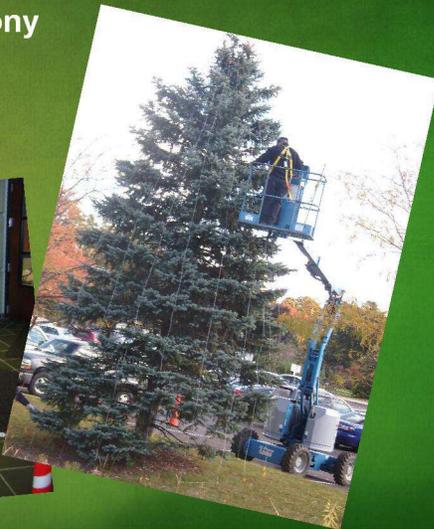
Community Outreach

- POTW Reuse Rally – May 7, 2011
- POTW Open House
June 4, 2011
 - Attendees ~ (350)
 - Sponsors ~ (19)
 - Volunteers ~ (30)
 - Participating Classrooms ~ (15)
 - Participating Businesses ~ (10)



Community Outreach

- Delhi Tree Lighting Ceremony
- Santa Mailbox
 - Assisted Santa and his elves with (130) letters



Community Outreach

- MSU Extension Seminar
Hosted at the Holt Junior High School Auditorium
 - Vegetable Garden
 - ~ (100) Attendees
- Recycle Rama ~ Ingham County Health Department
- 3rd Annual Business Expo
- Michigan State University Job Fair
- 2nd Annual Holt Harvest of the Arts



Recycling Statistics



DPS Major Projects

- Install energy efficient LED outdoor lighting at lift station D, Waverly Road and Dell Road lift stations
- Emergency sanitary sewer repairs
 - 2073 Aurelius Road
 - Eifert Road Force Main
 - 1956 Walnut
 - 2040 Cedar Street
- Install sanitary sewer lining on McCue Road
- Restore/raise (6) manholes
- Relocate transformer at lift station D and install Padmount switch
- Perform ultra-sonic wall thickness testing at Pine Tree lift station
- Install culvert on Eifert Road to obtain access to sanitary sewer manholes on easement
- Restore/repair Pleasant River lift station enclosure
- Repair Wemco pump at Waverly lift station



DPS Major Projects

- Improve access road to Eifert Road lift station, POTW outfall and sludge storage tanks
- Repair storm sewer Aurelius/Holt Road
- Repair Roofs on six (6) buildings at the POTW
- Replace the roof on the old kitchen building & the maintenance pole barn



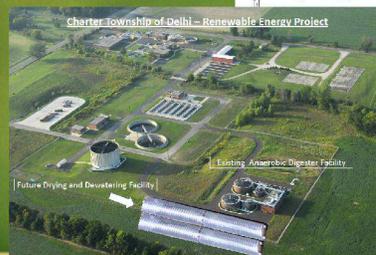
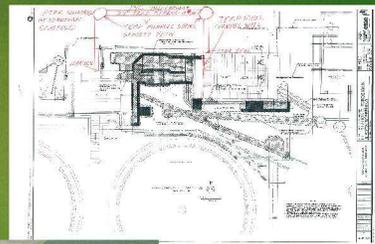
DPS Major Projects

- Drain and clean lagoon pond #3
- Install unit heater in the POTW grit room building
- Replace ferric chloride flow meter
- Rebuild Penn Valley pumps
- Repair Moyno pumps
- Repair POTW boiler
- Repair Meso gas compressor
- Repair Tertiary pump#3



Sewer Fund Projects

- Lift Station D / Force Main / POTW Screening Project
 - Submittals received
 - Screening Project Commenced
- POTW Sludge Dryer Project
 - Design completed



CSC / Cemetery Major Projects

- Replace fire sprinkler suppression system with new piping throughout building
- Install irrigation system to north parking lot rain garden
- Repair HVAC cooling tower
- Repair backup generator system
- Install new parking area near non-motorized trail at Maple Ridge cemetery



DDA Major Projects

- Replace/repair decorative streetlight poles due to automobile damage
- Repair fence at gravel pit on Cedar, Aspen Lakes sidewalk and on Cedar Street
- Maintain Senior Center Live Roof



Presentations

- POTW Digester Complex Tour
 - Senator Carl Levin
 - WILX Channel 10
 - WLNS Channel 6
 - Ghana dignitaries
 - Michigan Department of Environmental Quality State Revolving Fund Team
 - Michigan State University
 - Michigan Water Environmental Association Section 7
- Sludge Dryer
 - Holt School/Business Alliance



Awards

- Woman of the Year Award - Sandra Diorka
 - Michigan Rural Water Association





Thank you

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



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**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON APRIL 17, 2012**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, April 17, 2012 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:35 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: None

Others Present: John Elsinga, Township Manager
Sandra Diorka, Director of Public Services
Tracy Miller, Director of Community Development
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC

The following individuals gave comments to the Board on various topics:

Jim Pierce, 1880 Elm Street, Holt
Mike Hamilton, 4541 Sycamore Street, Holt

2011 ANNUAL REPORT – DEPARTMENT OF PUBLIC SERVICES

Sandra Diorka, Director of Public Services, gave the 2011 Annual Department of Public Services Report (ATTACHMENT I).

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of April 3, 2012
- B. Approval of Minutes – Regular Meeting of April 3, 2012
- C. Approval of Claims – April 3, 2012 (ATTACHMENT II)
- D. Approval of Payroll – April 5, 2012 (ATTACHMENT III)

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON APRIL 17, 2012**

Sweet moved to approve the Consent Agenda as presented with Item C – Approval of Claims-April 3, 2012 removed from the Consent Agenda for discussion.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

NEW BUSINESS

AGREEMENT FOR LOCAL ROAD IMPROVEMENT BETWEEN DELHI CHARTER TOWNSHIP AND THE BOARD OF INGHAM COUNTY ROAD COMMISSIONERS – PINE TREE ROAD

The Board reviewed memorandums dated April 13, 2012 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT IV).

Hayhoe moved to approve the Agreement for Local Road Improvement between Delhi Charter Township and the Board of Ingham County Road Commissioners for improvements to Pine Tree Road from Dell Road to the cul-de-sac north of Sandhill Road at an estimated cost of \$164,000, the Township's share being approximately \$82,000.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

ITEM REMOVED FROM CONSENT AGENDA FOR DISCUSSION / ACTION – APPROVAL OF CLAIMS-APRIL 3, 2012

Hope moved to approve the claims of April 3, 2012.

Trustee Bajema had some questions in regard to the April 3, 2012 claims.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Goodrich reported on a company located in Detroit that offers insurance protection to water connection leaks/breaks from the curb to your home. Supervisor

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON APRIL 17, 2012**

Goodrich stated that the Lansing Board of Water and Light covers this type of service so insurance from outside companies is not necessary.

TREASURER

Treasurer Sweet reported on the First Quarter Investment Report (Attachment V).

TRUSTEES

TRUSTEE WARFIELD

Trustee Warfield stated that she attended the second Ingham County Board of Commissioner's public hearing regarding the status of the Ingham County Road Commission.

TRUSTEE HAYHOE

Trustee Hayhoe stated that the Kiwanis Top Ten Dinner will be held on April 23, 2012.

TRUSTEE BAJEMA

Trustee Bajema reported on the personal property tax reform.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga gave an update on the Economic Vitality Incentive Program (EVIP).

LIMITED PUBLIC COMMENTS - None

ADJOURNMENT

Meeting adjourned at 8:37 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

April 3, 2012

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated April 3, 2012 numbered 80973 thru 81044 & ACH 1972 thru 1988. Every invoice has a payment authorizing signature(s).

Dated: April 3, 2012

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated March 20, 2012 show payments made from the following funds:

General Fund	\$	27,371.69
Fire Fund		5,170.14
Police Fund		190,364.66
Fire Equip. & Apparatus Fund		1,017.31
Downtown Development Fund		43,432.24
Sewer Fund		94,821.16
Trust & Agency Fund		3,455.16
Grand Total	\$	<u>365,632.36</u>

Includes the following to be reimbursed from separate bank accounts:

Employee Flexible Spending Acct. \$ 25.00

Dated: April 3, 2012

John B. Elsinga, Township Manager

III. Approval for Distribution: I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (C2AE \$ 42,822.70 For Design Engineering LSD, 12/15/09, Irish Construction \$27,129.27 For LSD Construction Pymt #33, 7/20/10) .

Dated: April 3, 2012

John B. Elsinga, Township Manager

Evan Hope, Township Clerk

Roy W. Sweet, Treasurer

IV. Board Audit and Approval: At a regular meeting of the Township Board held on April 17, 2012 a motion was made by _____ and passed by _____ yes votes and _____ no votes (_____ absent) that the list of claims dated April 3, 2012, was reviewed, audited and approved.

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 04/03/2012 - 04/03/2012

Vendor	Invoice Desc.	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BART REITER	REFUND-SPECIAL USE PERMIT #12-269	980.00
BESSIE PHILO	REFUND AMBULANCE FEES PD BY INSURANCE	127.27
	Total For Dept 000.00	1,107.27
Dept 101.00 LEGISLATIVE		
VERIZON WIRELESS	CELLULAR MARCH	2.43
	Total For Dept 101.00 LEGISLATIVE	2.43
Dept 171.00 MANAGER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	308.38
ADP SCREENING & SELECTION SERV	BACKGROUND CHECKS	26.51
VERIZON WIRELESS	CELLULAR MARCH	51.75
	Total For Dept 171.00 MANAGER	386.64
Dept 191.00 ACCOUNTING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	84.26
	Total For Dept 191.00 ACCOUNTING	84.26
Dept 215.00 CLERK		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	269.07
VERIZON WIRELESS	CELLULAR MARCH	52.00
GANNETT MICHIGAN NEWSPAPERS	PUBLISHING LEGALS MARCH	1,096.24
	Total For Dept 215.00 CLERK	1,417.31
Dept 228.00 INFORMATION TECHNOLOGY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	84.26
FACTORY DIRECT INK & TONER	INKJET CARTRIDGE/MASTIN	17.99
VERIZON WIRELESS	CELLULAR MARCH	51.75
	Total For Dept 228.00 INFORMATION TECHNOLOGY	154.00
Dept 253.00 TREASURERS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	279.73
55TH DISTRICT COURT	SMALL CLAIMS COURT FEES FILING	65.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FEES FILING	65.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FEES FILING	45.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FEES FILING	45.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FEES FILING	45.00
	Total For Dept 253.00 TREASURERS	544.73
Dept 257.00 ASSESSING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	363.98
	Total For Dept 257.00 ASSESSING	363.98

Dept 262.00 ELECTIONS		
MICHIGAN ELECTION RESOURCES	10 EP BOOKS & SHIPPING-5/8/12 ELECTION	74.72
	Total For Dept 262.00 ELECTIONS	74.72

Dept 265.00 BUILDING & GROUNDS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	72.19
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	49.04
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	975.00
VERIZON WIRELESS	CELLULAR MARCH	13.46
TDS METROCOM	LOCAL SERVICE FEBRUARY	1,222.83
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	293.00
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	5,476.64
CONSUMERS ENERGY	GAS-2074 AURELIUS	1,066.66
	Total For Dept 265.00 BUILDING & GROUNDS	9,168.82

Dept 276.00 CEMETERY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	118.32
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	76.28
EICKHOF COLUMBARIA, INC.	COLUMBARIUM REPLACEMENT COVER	376.00
VERIZON WIRELESS	CELLULAR MARCH	13.45
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	31.65
	Total For Dept 276.00 CEMETERY	615.70

Dept 281.00 STORMWATER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	50.13
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	40.86
	Total For Dept 281.00 STORMWATER	90.99

Dept 446.00 INFRASTRUCTURE		
LANDSCAPE ARCHITECTS	CAMPUS ROAD SIDEWALK PROJECT	2,246.25
	Total For Dept 446.00 INFRASTRUCTURE	2,246.25

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	727.97
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	167.14
VERIZON WIRELESS	CELLULAR MARCH	214.36
VERIZON WIRELESS	CELLULAR MARCH	46.07
TDS METROCOM	LOCAL SERVICE FEBRUARY	103.32
GANNETT MICHIGAN NEWSPAPERS	PUBLISHING LEGALS MARCH	459.76
OCE NORTH AMERICA DOCUMENT	COPIER METER CHARGE FEBRUARY	60.64
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	1,779.26

Dept 752.00 PARKS ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	89.90
HOLT PUBLIC SCHOOLS	PRINTING BASKETBALL FLIERS	12.85
VERIZON WIRELESS	CELLULAR MARCH	116.03
VERIZON WIRELESS	CELLULAR MARCH	0.27
TDS METROCOM	LOCAL SERVICE FEBRUARY	147.64
TDS METROCOM	TELEPHONES/SENIOR CENTER	285.45
	Total For Dept 752.00 PARKS ADMINISTRATION	<u>652.14</u>

Dept 771.00 PARKS

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	139.86
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	234.18
LANSING SANITARY SUPPLY INC	SPARCLEAN DETERGENT & HANDLING	102.88
ACE HARDWARE	6" HASP	7.99
ACE HARDWARE	4 MISC. MDSE.	3.52
ACE HARDWARE	AA DURA BATTERY	10.99
SUPERIOR SAW	2 GLASSES	29.90
AMERICAN RENTAL	PORTABLE TOILET	140.00
AMERICAN RENTAL	PORTABLE TOILET	70.00
GRANGER CONTAINER SERVICE	MONTHLY DUMPSTER SERVICE	150.00
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	13.00
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	41.00
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	32.50
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	641.87
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	992.61
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	17.20
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	28.68
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	162.02
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	102.80
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	51.41
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	98.82
CONSUMERS ENERGY	GAS 2108 CEDAR	28.38
ACE HARDWARE	VALVE BALL/3 THREAD SEAL TAPE	12.26
JOHN DEERE LANDSCAPES, INC	FERTILIZER	732.04
MARK'S LOCK SHOP, INC	6 KEYS/1 REEL	48.00
MENARDS LANSING SOUTH	ICE+WATER SEAL 3' X 33'	43.97
UNITED PARCEL SERVICE	SHIPPING CHARGES	52.49
ACE HARDWARE	8 SNAP QUIK/2 KEYS	35.30
ACE HARDWARE	2 WHITE MARKING PAINT	14.98
AYLES TREE SERVICE, INC	LABOR TO DROP DEAD TREES/NO HAUL	1,050.00
MENARDS LANSING SOUTH	4 TREE WRAPS/TWINE/2 UTILITY TUBS	37.71
CARQUEST THE PARTS PLACE	2 WHEEL NUTS/2 WHEEL STUDS	7.48
GANNETT MICHIGAN NEWSPAPERS	PUBLISHING LEGALS MARCH	464.00
	Total For Dept 771.00 PARKS	<u>5,610.84</u>

Dept 774.00 RECREATION		
DELTA DENTAL PLAN OF GRAINGER	DENTAL INSURANCE APRIL	84.26
JOHNNY MAC'S	1/4"X500 FT. ROPE	39.45
JOHNNY MAC'S	WHISTLES & LANYARDS	264.00
JOHNNY MAC'S	BASEBALLS/VOLLEYBALLS/NETS	1,124.75
JOHNNY MAC'S	9 BASES/2 ANCHOR SETS	479.45
CHARLES GRINNELL	HOMETOWN FESTIVAL/GRINNELL	231.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
	Total For Dept 774.00 RECREATION	<u>2,322.91</u>

Dept 850.00 OTHER FUNCTIONS		
IKON OFFICE SOLUTIONS	COPY MACHINE MAINTENANCE AGREEMENT	535.44
PITNEY BOWES GLOBAL FINANCIAL	FOLDING MACHINE LEASE	189.00
AFLAC	FSA FEE - MARCH	25.00
	Total For Dept 850.00 OTHER FUNCTIONS	<u>749.44</u>

Total For Fund 101 GENERAL FUND 27,371.69

Fund 206 FIRE FUND

Dept 336.00 FIRE DEPARTMENT

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	1,675.05
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	84.26
BARYAMES CLEANERS	UNIFORM CLEANING	150.55
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	948.95
LIFEGAS LLC	CYLINDER RENTAL	193.47
FIRE ENGINEERING	3 YR SUBSCRIPTION/ROYSTON	67.00
VERIZON WIRELESS	CELLULAR MARCH	366.02
VERIZON WIRELESS	CELLULAR MARCH	123.24
PENGUIN COMMUNICATIONS, LLC	CHARGES FOR CALLS BEYOND ALLOWANCE	35.53
TDS METROCOM	LOCAL SERVICE FEBRUARY	58.52
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	32.50
MILAN SUPPLY COPANY	SFRC18 SUMP COVER	31.00
MILAN SUPPLY COPANY	SHIPPING	7.00
MILAN SUPPLY COPANY	DISCOUNT	(0.62)
ADP SCREENING & SELECTION SERV	BACKGROUND CHECKS	50.23
ACE HARDWARE	ADAPTER SOCKET/HOSEREEL/24 MISC.	53.08
ACE HARDWARE	RATCHET TIEDOWN	27.99
CARQUEST THE PARTS PLACE	BACK UP ALARM/BLASTER PENET CAT	51.37
BRIAN BALL	2012 WINTER SEMESTER/BALL	1,215.00
	Total For Dept 336.00 FIRE DEPARTMENT	<u>5,170.14</u>

Total For Fund 206 FIRE FUND 5,170.14

Fund 207 POLICE FUND

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT MARCH	190,364.66
	Total For Dept 301.00 POLICE	<u>190,364.66</u>

Total For Fund 207 POLICE FUND 190,364.66

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

SUPERIOR SAW	SAW PARTS & LABOR	58.96
ACE HARDWARE	16 OZ. SPRAY BOTTLE	2.49
ACE HARDWARE	DRILL BIT/RIVETS	6.78
ACE HARDWARE	JOINT COMPOUND/ELBOW/#409	6.08
ROGER'S CLINE TIRE	TIRE/#373	268.00
JEFFREY BUTCHER	FDIC CONFERENCE-MEALS/TRAVEL/LODGING	645.00
INGHAM COUNTY FIRE CHIEFS	DRIVER TRAINING CLASS/STAMATIS	30.00
Total For Dept 339.00 EQUIPMENT & APPARATUS		<u>1,017.31</u>

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 1,017.31

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	84.26
VERIZON WIRELESS	CELLULAR MARCH	13.45
VERIZON WIRELESS	CELLULAR MARCH	9.56
TDS METROCOM	LOCAL SERVICE FEBRUARY	193.03
SIEMENS INDUSTRY, INC.	CLEANED RTU'S, INSTALL GEL TAB/SHERIFF	445.40
Total For Dept 728.00 DDA ADMINISTRATION		<u>745.70</u>

Dept 729.00 DDA MARKETING & PROMOTION

CHARLES GRINNELL	29 HOURS @ \$22/GRINNELL	638.00
ACE HARDWARE	ROUNDUP/FINISH FLOOR/GORILLA TAPE	41.97
BLOHM CREATIVE PARTNERS	FEBRUARY 2012 WEB MAINT & HOSTING	501.25
Total For Dept 729.00 DDA MARKETING & PROMOTION		<u>1,181.22</u>

Dept 730.00 COMM REHABILITATION REBATE PGM

VINCENT A. NOVELLO	NEW ROOF LINE/2490 CEDAR	10,000.00
Total For Dept 730.00 COMM REHABILITATION REBATE PGM		<u>10,000.00</u>

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

VOICE ENVIRONMENTAL GROUP	ECOLOGICAL STUDY/TECH PARK PROPERTY	4,798.00
WOLVERINE ENGINEERS	SURVEY/TECH PARK PROPERTY WETLAND	180.00
C2AE	I-96 UNDERPASS & N CONNECTOR TRAIL	23,550.00
Total For Dept 731.00 DDA INFRASTRUCTURE PROJECTS		<u>28,528.00</u>

Dept 850.00 OTHER FUNCTIONS

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	126.34
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	76.28
GRANGER CONTAINER SERVICE	MONTHLY DUMPSTER SERVICE	65.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	844.05
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	127.58
CONSUMERS ENERGY	ELECTRIC-2004 AURELIUS	81.27
CONSUMERS ENERGY	ELECTRIC-2116 CEDAR	340.37
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	59.30
CONSUMERS ENERGY	ELECTRIC-2228 AURELIUS	147.21
CONSUMERS ENERGY	ELECTRIC-3970 HOLT	136.74

CONSUMERS ENERGY	ELECTRIC-4115 HOLT	264.11
CONSUMERS ENERGY	GAS-2150 CEDAR	34.43
CONSUMERS ENERGY	GAS-2045 CEDAR	194.64
	Total For Dept 850.00 OTHER FUNCTIONS	<u>2,977.32</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 43,432.24

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

ABOU-TASS, JIHAD & LINA	REF SEWER 5840 CARTAGO DR LANSING	13.00
GATEWAY TO HOMES	REF SEWER 4424 DAVLIND HOLT MI	13.00
GATEWAY TO HOMES	REF SEWER 2540 KINLOCH CIR LANSING	13.00
HEISLER, MINDI	REF SEWER 1360 DAYLILY DR HOLT MI	13.00
HOWE, BEV	REF SEWER 2041 THORBURN HOLT MI	450.43
RGH INVESTMENTS INC	REF SEWER 4722 CROMWELL ST HOLT MI	26.00
TOMIE RAINES	REF SEWER 1359 DAYLILY DR HOLT MI	25.50
TRI COUNTY TITLE AGENCY LLC	REF SEWER 2200 FRONTIER CT HOLT #12018	33.70
	Total For Dept 000.00	<u>587.63</u>

Dept 548.00 ADMINISTRATION & OVERHEAD

ICS MARKETING SUPPORT SERVICES	APRIL-JUNE POSTAGE/SEWER BILLS	7,236.59
ICS MARKETING SUPPORT SERVICES	MARCH SEWER BILLS	541.86
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	<u>7,778.45</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	1,638.39
SAM'S CLUB DIRECT	UPS BACKUP/PENS/BINDERS	59.80
LANSING ICE & FUEL CO	GASOLINE 3/1-15/2012	1,119.69
BARYAMES CLEANERS	UNIFORM DRYCLEANING	27.00
MODEL COVERALL SERVICE	STAFF UNIFORMS	80.61
MODEL COVERALL SERVICE	STAFF UNIFORMS	79.66
MODEL COVERALL SERVICE	STAFF UNIFORMS	80.61
MODEL COVERALL SERVICE	STAFF UNIFORMS	79.66
MODEL COVERALL SERVICE	STAFF UNIFORMS	80.61
MODEL COVERALL SERVICE	STAFF UNIFORMS	79.66
SAM'S CLUB DIRECT	UPS BACKUP/PENS/BINDERS	144.88
SAM'S CLUB DIRECT	RESTOCK OF BATTERIES/DPS-MAINT	169.16
STATE OF MICHIGAN	NPDES PERMIT MIO022781 RENEWAL	750.00
ENVIRONMENTAL RESOURCE	DMRQA SAMPLES	885.41
USA BLUE BOOK	12 FT CABLE	227.50
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	855.00
ALEXANDER CHEMICAL CORP	CREDIT	(225.00)
UNITED PARCEL SERVICE	SHIPPING CHARGES	116.68
UNITED PARCEL SERVICE	SHIPPING CHARGES	22.58
GRANGER CONTAINER SERVICE	MONTHLY DUMPSTER SERVICE	201.21
VERIZON WIRELESS	CELLULAR MARCH	318.78
VERIZON WIRELESS	CELLULAR MARCH	45.27
TDS METROCOM	LOCAL SERVICE FEBRUARY	455.67
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	490.75
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	274.21

CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,029.05
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	146.04
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	472.49
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	517.56
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	115.77
CONSUMERS ENERGY	ELECTRIC-4280 DELL	482.09
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	16,186.53
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	51.57
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	167.20
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	86.46
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	1,779.44
CONSUMERS ENERGY	GAS 5961 MC CUE #4	821.37
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	1,284.29
CONSUMERS ENERGY	GAS-5961 MC CUE #2	37.23
CONSUMERS ENERGY	GAS-5961 MC CUE #3	95.03
CONSUMERS ENERGY	GAS-4280 DELL	159.87
CONSUMERS ENERGY	GAS-3505 HOLT	28.87
CONSUMERS ENERGY	GAS-2481 DELHI COMM	24.43
CONSUMERS ENERGY	GAS-1490 AURELIUS	281.56
CONSUMERS ENERGY	GAS-1492 AURELIUS	311.01
CONSUMERS ENERGY	GAS-1492 AURELIUS #A	88.86
ACE HARDWARE	GOO GONE	3.49
ACE HARDWARE	TRIFLOW LUBE/GRAPHITE LUBE	10.28
WINGFOOT COMMERCIAL TIRE	TIRE/MOWING TRAILER	91.20
ACE HARDWARE	CONDUIT/ADAPTER/COUPLE	8.84
ACE HARDWARE	5 ADAPTERS/2 ELBOWS/COUPLE/BUSHING	11.97
ACE HARDWARE	HOSE BARB/7 MISC. MDSE.	26.52
ACE HARDWARE	4 TRASH BAGS/2 HOSE BARB MENDERS	47.44
LOWE'S CREDIT SERVICES	CABLE TIES/ELBOWS/CONNECTORS	25.21
NATURAL GAS SERVICES GROUP	ROTARY SEAL	254.05
NATURAL GAS SERVICES GROUP	FREIGHT	9.40
VALLEY FARMS SUPPLY, INC	1/2 HP PUMP END	112.00
PURE GREEN LAWN & TREE PROFESSION	TREE AND LAWN FERTALIZATION	79.00
FLIER'S QUALITY WATER SYSTEMS	DI MIXED BED TANKS	232.00
FLIER'S QUALITY WATER SYSTEMS	PRE-FILTER	6.81
FLIER'S QUALITY WATER SYSTEMS	PM/SERVICE	85.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	260.00
SIEMENS INDUSTRY, INC.	PARTS & LABOR/PRIMARY SAMPLER	1,597.30
ALTA EQUIPMENT COMPANY	4 MOTOR OIL/FILTER/SHOP SUPPLIES/LABOR	125.15
H & H WELDING & REPAIR LLC	MOYNO MACERATOR REPAIR	625.00
SIEMENS INDUSTRY, INC.	ANALYZER REPAIR/POTW	135.00
W. W. WILLIAMS	EMERGENCY GENERATOR REPAIRS	772.71
INTERSTATE BATTERIES OF	BATTERY/UNIT 11	115.95
STATE ELECTRONICS COMPANY	INSTALLED RADIO/POWER CABLE/UNIT 3	138.00
ADP SCREENING & SELECTION SERV	BACKGROUND CHECKS	198.48
GANNETT MICHIGAN NEWSPAPERS	PUBLISHING LEGALS MARCH	464.00
D HILL ENVIRONMENTAL	TRICKLING FILTER COURSE/TRIGO	300.00
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	39,219.31

Dept 578.01 CAPITAL IMPROVEMENTS

C2AE	LSD FORCE MAIN & POTW SCREENING	19,272.70
IRISH CONSTRUCTION COMPANY	DIGESTER PROJECT-PAYMENT 33	27,129.27
SOIL & MATERIALS ENGINEERS	CONCRETE TESTING/POTW SCREENING	660.97
SOIL & MATERIALS ENGINEERS	INITIAL SITE VISIT & PROJECT START-UP/LS	172.83
	Total For Dept 578.01 CAPITAL IMPROVEMENTS	<u>47,235.77</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 94,821.16

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER	TRAILER PARK FEES FEBRUARY	2,150.00
AFLAC	FSA FEE - MARCH	25.00
HOLT PUBLIC SCHOOLS	2010 TAX PMT FOR SCHOOL DEBT	1,280.16
	Total For Dept 000.00	<u>3,455.16</u>

Total For Fund 701 TRUST & AGENCY FUND 3,455.16

Total For All Funds: 365,632.36

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated April 12, 2012**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 103588 through 103634 & direct deposits numbers: DD13398 through DD13471. The payroll was prepared in accordance with established payroll rates and procedures. The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

Lora Behnke, Accounting Clerk

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

Dated: April 12, 2012

Steven R. Kirinovic, CPA

II. Payroll Report

The April 12, 2012 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$67,432.35	\$18,474.02	\$48,958.33
Fire Dept. Fund	59,263.61	18,909.86	\$40,353.75
DDA	6,358.61	2,637.59	\$3,721.02
Sewer Fund/Receiving	37,423.26	10,124.44	\$27,298.82
Total Payroll	\$170,477.83	\$50,145.91	\$120,331.92
	Township FICA	Township RHS & Pension Plan & H.S.A.	Total Deductions & TWP Liabilities
General Fund	\$4,710.39	\$5,676.85	\$28,861.26
Fire Dept. Fund	4,472.16	2,597.02	25,979.04
DDA	393.65	490.85	3,522.09
Sewer Fund/Receiving	2,702.54	3,145.40	15,972.38
Total Payroll	\$12,278.74	\$11,910.12	\$74,334.77

Steven R. Kirinovic, CPA

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on April 12, 2012 and identified as follows:

04/12 Net Pay Disbursement in Common Savings (\$120,331.92)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on April 17, 2012, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated April 12, 2012 was reviewed, audited, and approved.

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

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members
FROM: John B. Elsinga, Township Manager
DATE: April 13, 2012
RE: Agreement for Local Road Improvement between Delhi Charter Township and the Board of Ingham County Road Commissioners – Pine Tree Road

Enclosed for your review and approval is an Agreement for Local Road Improvements between Delhi Charter Township and the Board of Ingham County Road Commissioners for improvements to Pine Tree Road from Dell Road to the Cul-de-sac North of Sandhill Road at an estimated cost of \$164,000.

Each year the Ingham County Road Commission provides the Township with a list of roads that are in need of recommended improvements. In April of 2010, the Road Commission recommended improvements to Pine Tree Road from Keller Road to Dell Road which was completed that fall. In 2011 they recommended completing Pine Tree Road from Dell Road to the Cul-de-Sac north of Sandhill Road.

At that time bids were solicited and returned higher than expected. The project was put on hold with the intent to re-bid in the spring of 2012 hoping for better pricing. Earlier this month bids were taken and a low bid of \$159,471.96 was received for the project.

As part of their 50/50 Local Match Program, the Ingham County Road Commission has allocated up to \$66,000 in 2012, plus a carryover of \$33,000 from 2011 for a total of \$99,000, for local road improvements in Delhi Township. Because Pine Tree Road is a “collector” road used by the Township at-large, I suggest the Township incur the costs associated with this improvement project in lieu of creating a special assessment district for those property owners along Pine Tree Road similar to what the Board approved for the portion of Pine Tree Road completed in 2010.

The Township has budgeted \$72,000 for road improvements in 2012 and with an estimated cost of \$164,000 our share will be approximately \$82,000 which will require a \$10,000 budget adjustment. The Road Commission will provide the remaining \$82,000. Therefore, I recommend the Board approve this Agreement for improvements to Pine Tree Road from Dell Road to the Cul-de-sac north of Sandhill Road.

RECOMMENDED MOTION:

To approve the Agreement for Local Road Improvement between Delhi Charter Township and the Board of Ingham County Road Commissioners for improvements to Pine Tree Road from Dell Road to the Cul-de-sac north of Sandhill Road at an estimated cost of \$164,000, the Township’s share being approximately \$82,000.



MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Friday, April 13, 2012

RE: Pine Tree Road Local Road Improvement

Last year the Ingham County Road Commission (ICRC) prioritized completion of street improvements on Pine Tree Road from Willoughby Road to north of Sandhill Road. At that time, the bids received by the ICRC for the work appeared to be higher than what was typical during that year. As a result, the decision was made to rebid the project early this year. This has been done and the low bid for the project came in at \$159,471.96 (slightly lower than last year) so they estimate total project cost at \$164,000. The ICRC has recommended that this low bid be accepted and that the work on Pine Tree Road commence this construction season.

This recommendation is consistent with the Board's strategy for investing local road dollars in collector streets used by the Township at large, and with the previously expressed intent relative to Pine Tree Road from last year. The 2012 budget includes up to \$66,000 to be used as Township match for the 50/50 cost-share program with the ICRC. In 2011, we had \$33,000 budgeted for our share. Because of the cost of bids received last year, we opted to hold over the funding until 2012. This resulted in a two year total of \$99,000 in local match. The ICRC also has \$99,000 in local road dollars set aside for Delhi Township projects.

With this in mind, the proposed cost sharing breakdown for this project is as follows:

\$82,000	ICRC Share
<u>\$82,000</u>	<u>Delhi Township</u>
\$164,000	2012 Total Estimated Project Cost

Enclosed for the Board's review and approval is the Local Road Improvement Agreement between the ICRC and the Township for the Pine Tree Road project. I would request that you forward this information, along with your concurrence, to the Township Board for their review and approval at the upcoming March 17th meeting. If you have any questions, or require additional information, please do not hesitate to ask. Thank you.

Tracy Miller

From: William Conklin [WConklin@inghamcrc.org]
Sent: Wednesday, April 04, 2012 10:51 AM
To: John Elsinga; Tracy Miller
Cc: Bob Peterson
Subject: Pine Tree Road Re-Bid

John, Tracy,

Pine Tree Road re-bids were received and opened today.

Bids were received from Rieth Riley @ \$164,647.10 and Spartan/Michigan Paving = low bid again @ \$159,471.96.

Low bid is slightly lower than last year's low bid by Spartan at \$163,144.16, mostly by virtue of some of the underground work being or having been done by ICRC crews = watermain trench undercut at Pine Dell (done) and storm sewer relocation at Watt's Landing(about to be done).

ICRC crews are now also working on tree removal and ditching where needed. Again all ICRC work is being charged to maintenance.

The low bids from last year and this year are not, however, otherwise identical. This year's low bid has higher unit prices for asphalt, which has been the trend this year due to the recent run-up in oil prices, but it has lower unit prices for other work (base widening and restoration) to compensate such that, again this year's bid is really only lower than last year's by having deleted the ICRC completed work = watermain trench undercut at Pine Dell (done) and storm sewer relocation at Watt's Landing(about to be done).

Therefore I would recommend accepting this year's low bid from Spartan at \$159,471.96. Please advise and then if desired, we will send a local road cost participation agreement for Township signature.

Thanks,
Bill Conklin,
ICRC

AGREEMENT FOR LOCAL ROAD IMPROVEMENT

DELHI CHARTER TOWNSHIP

PINE TREE ROAD

Dell Road to Cul-de-sac North of Sandhill Road

THIS AGREEMENT made and entered into between the Charter Township of Delhi, County of Ingham, Michigan (Township), and the Board of Ingham County Road Commissioners, Ingham County, Michigan (Road Commission).

WITNESSETH

WHEREAS, the Township desires that improvements be performed on Pine Tree Road from Dell Road to the Cul-de-sac North of Sandhill Road including:

Crushing, shaping and 3.5 inch thick, 2-course asphalt paving, 26 foot width to provide paved shoulders, from the north edge of Dell Road to the north edge of Watt's Landing Drive, but not including the new pavement at both ends of the bridge over Sycamore Creek, including approaches on South Pine Dell Drive, Sandhill Road, Camerdown Drive, and Watt's Landing Drive.

Asphalt approach paving with feathered matches on all driveways having existing asphalt pavement ending at the road.

Removal of 8 existing concrete driveway approaches which end within the paving limits and replacement of these with asphalt approaches.

Gravel approaches on existing gravel driveways.

Gravel or grassed shoulders to match existing.

Adjustment of manhole lids, monument and water valve boxes.

Single course chip-sealing from north edge of Watt's Landing Drive to and including the cul-de-sac at the north end.

Restriping.

Restoration.

Construction signing.

Construction administration and inspection.

At an estimated cost of \$164,000.00.

WHEREAS, the Road Commission is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements, and the Road Commission will perform necessary ditch maintenance cleaning not included in above costs;

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements.

NOW THEREFORE IT IS AGREED AS FOLLOWS:

1. The Road Commission shall cause the improvements identified above and incorporated herein by reference to be made during the construction season of the 2012 calendar year. For 2012, the Road Commission has allocated to Delhi Township's local road program, a maximum sum of \$66,000.00, and carryover from 2011 in the amount of \$33,000.00, for a total available of \$99,000.00 which shall be matched equally by the Township to the extent used on this project.
2. For the aforementioned improvement, the cost of which is estimated to be \$164,000.00, the Road Commission will contribute half the cost estimated to be \$82,000.00 up to a maximum of \$99,000.00 and Township will contribute the remaining cost, which is estimated at \$82,000.00.

3. In the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost shall be split between the Township and the Road Commission up to the Road Commission's maximum contribution stated above. The Township will be solely responsible for any remaining costs over and above the Road Commission's contribution, provided, however, that the Township excess payment shall not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.
4. The Road Commission shall invoice the Township for its estimated contribution. No invoice for the improvements shall be issued by the Road Commission to the Township prior to the completion of a majority of the work. Any excess cost due from the Township or owed to the Township shall be invoiced/paid after completion of the work and final costs have been calculated. All payments shall be made by the Township within thirty (30) days after invoice.
5. The contact person from the Township for this project is John B. Elsinga, Township Manager. The contact person from the Road Commission is William Conklin, Managing Director.

IN WITNESS WHEREOF the parties hereto have set their hands and seals.

CHARTER TOWNSHIP OF DELHI:

BOARD OF INGHAM COUNTY ROAD
COMMISSIONERS:

STUART GOODRICH, Supervisor

JAMES DRAVENSTATT-MOCERI, Chair

EVAN HOPE, Clerk

BRENDA K. MOYER, Deputy Board Secretary

Date: _____

Date: _____

2012 Suggested Local Road Projects - Pine Tree



Current Extrapolated Rating

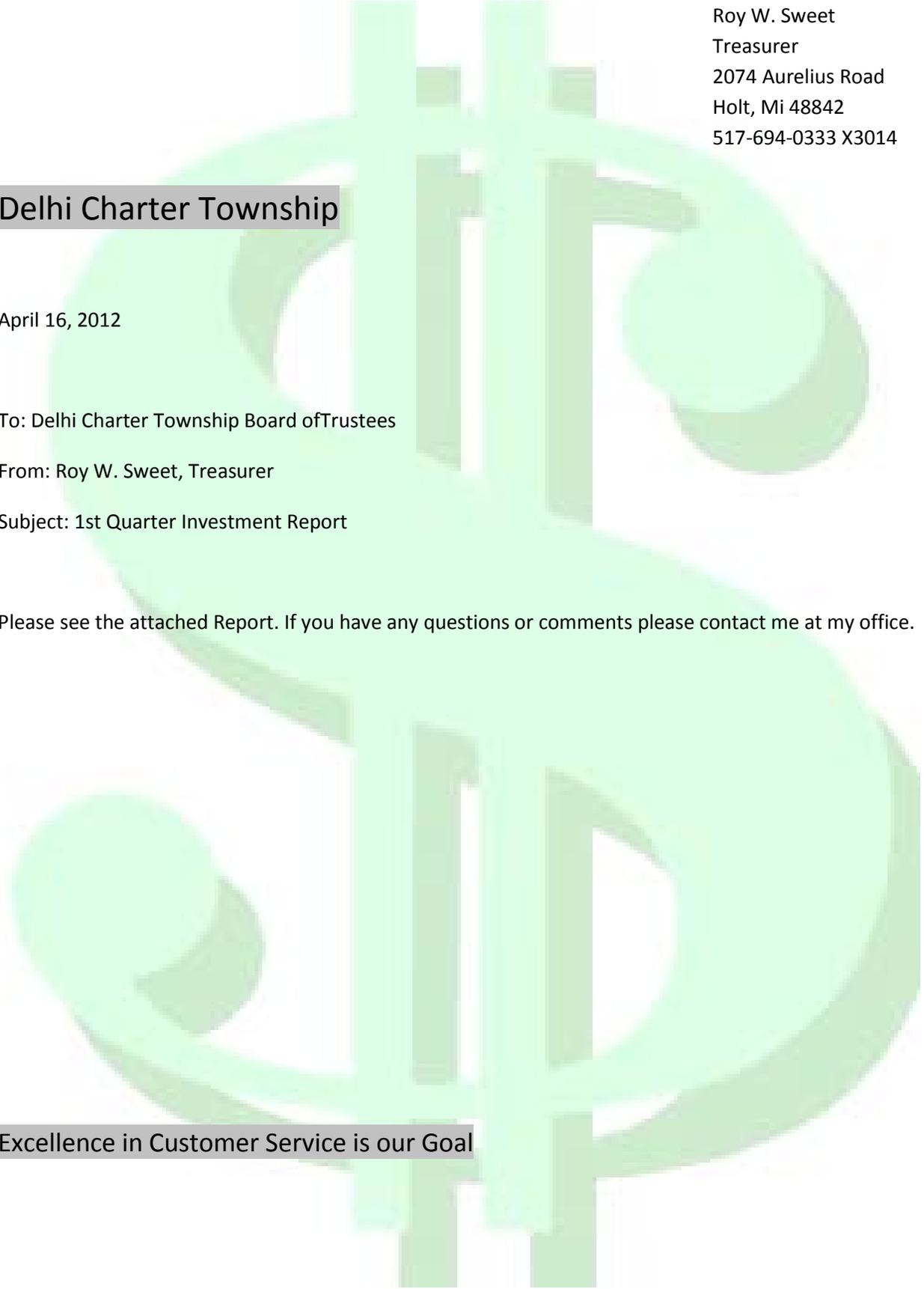
- Streets
- Delhi Township
- City of Lansing

Rating Legend:

- Unrated (1-4)
- Poor (1-4)
- Fair (5-7)
- Good (7-10)



This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area. The township is not liable for decisions made with the use of this product.



Roy W. Sweet
Treasurer
2074 Aurelius Road
Holt, Mi 48842
517-694-0333 X3014

Delhi Charter Township

April 16, 2012

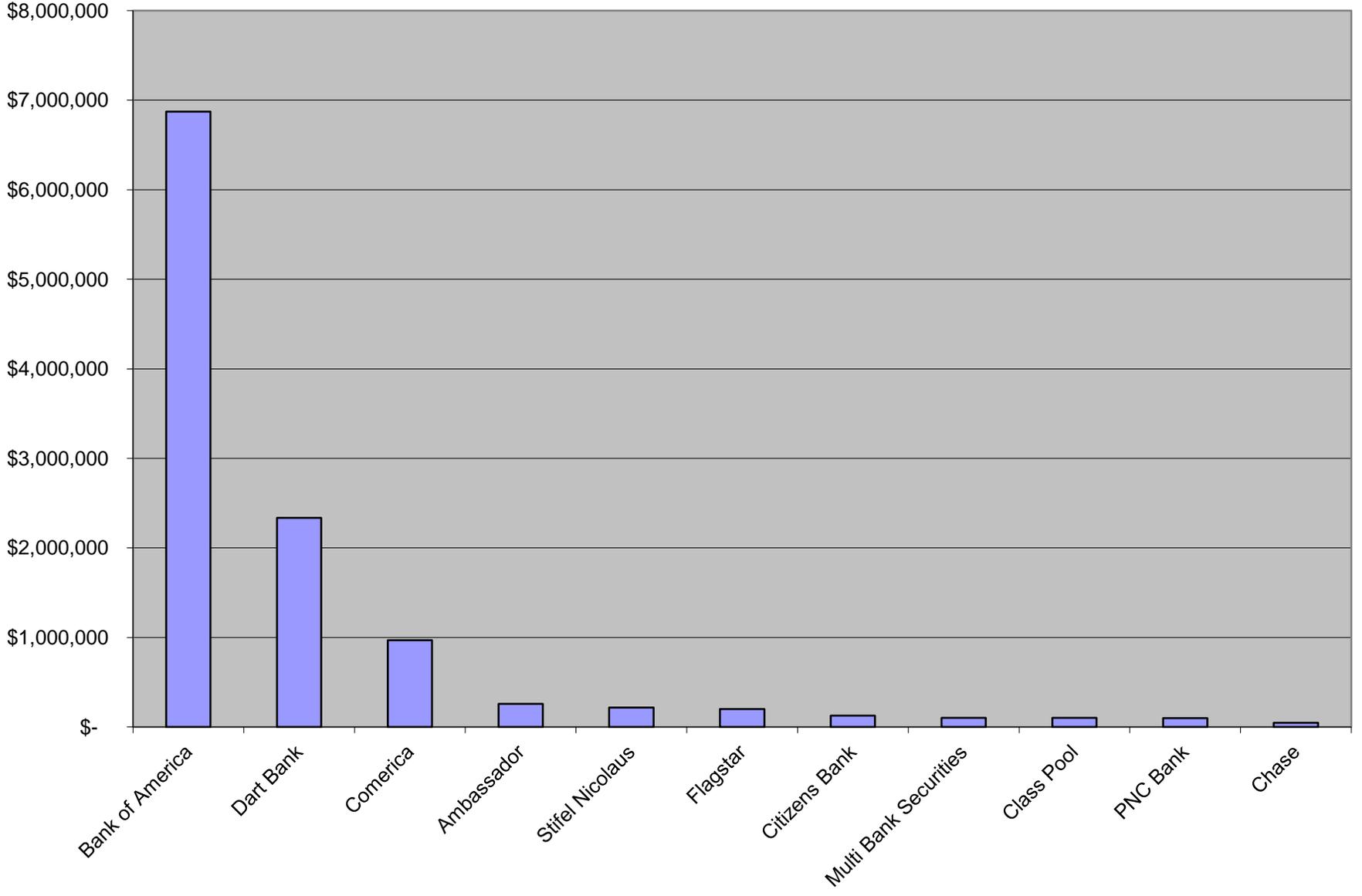
To: Delhi Charter Township Board of Trustees

From: Roy W. Sweet, Treasurer

Subject: 1st Quarter Investment Report

Please see the attached Report. If you have any questions or comments please contact me at my office.

Excellence in Customer Service is our Goal



DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
First Quarter Report 2012
March 31, 2012

INSTITUTION	Code	NAME OF ACCOUNT	3/31/12 G.L. Balance	INTEREST RATE, MATURITY, ETC.
General Fund (101):				
Bank of America	1	General Fund Pooled Account	\$ 4,635,010	Pooled Checking/Investment Acct. No interest earned in Mar.
Chase	5	General Fund Investment	46,155	Mar. Interest rate = .22%
Stifel Nicolaus	4	General Fund Investment	218,228	Three zero coupon bonds due 4/1/13, 11/11/13, & 7/5/14
Ambassador	23	General Fund Investment	258,606	General Fund Inv, Mar. Ave = .02%
Comerica Securities	19	General Fund Securities	440,757	1.25%, 4.5%, 5%, 1.25%; Matures 12/28/16, 6/17/13, 5/01/15, 9/28/16
		TOTAL		\$5,598,756

Fire Fund (206):

Bank of America	1	Fire Fund Pooled Account	\$ 795,626	Pooled Checking/Investment Acct. No interest earned in Mar.
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Police Fund (207):

Bank of America	1	Police Fund Pooled Account	\$ 970,660	Pooled Checking/Investment Acct. No interest earned in Mar.
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Fire Equipment Fund (211):

Bank of America	1	Fire Equipment Pooled Account	\$ 469,089	Pooled Checking/Investment Acct. No interest earned in Mar.
PNC Bank	24	Fire Investment	100,534	Mar. Annual % Yield Earned = .2%
		TOTAL		\$569,623

Water Improvement (225):

Bank of America	1	Water Improvemt Pooled Acct	\$ 203,822	Pooled Checking/Investment Acct. No interest earned in Mar.
Class Pool	3	Water Impr Class Pool Investment	102,196	0.12% Mar. Average Annualized Yield
Comerica Securities	19	Water Impr CD	100,220	1.25%, due 12/28/16
		TOTAL		\$406,238

Brownfield Redevelopment (243)

Bank of America	1	Pooled Account	\$ 38,180	Pooled Checking/Investment Acct. No interest earned in Mar.
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Sewer Fund (590):

Bank of America	1	Sewer Receiving Pooled Account	\$ (505,476)	Pooled Checking/Investment Acct. No interest earned in Mar.
MultiBank Securities	9	Security - Sewer Fund	2,442	8.0%; Matures 7/20/31
MultiBank Securities	9	Money Fund - Sewer Fund	101,040	Mar Interest-none earned
Class Pool	3	Sewer Class Pool Investments	1,010	Mar Interest-none earned
Citizens Bank	13	Combined Sewer Investment	126,366	0.2% Mar. Average
Dart Bank	6	Sewer Replmt CD's 43796 & 43816	453,626	0.55%, due 9/12/12; 0.55%, due 11/7/12
Flagstar Bank	15	Sewer Replacemt CD 106351654	200,000	0.7%, due 4/9/12
Dart Bank	6	Combined Sewer Savings	1,881,827	Muni Money Market Pooled Account for Sewer Replacement, Surplus, and Bond Payment. 3/31 Annual % Yield - .35%
Comerica Securities	19	Sewer Fund Securities	427,700	0.5%, 1.125%, .625%, 2.2%, Matures 10/12/16, 9/14/16, 11/10/14, 9/16/15
		TOTAL		\$2,688,535

Trust and Agency Fund (701):

Bank of America	1	Trust & Agency Pooled Account	\$ 67,479	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Delinquent PP Tax Account	31,381	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Employee Flex Spending (Includes Twp. deposit of \$9000)	8,278	Non-interest bearing account
		TOTAL		\$107,138

DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
Quarterly Report - Institution Summary
March 31, 2012

<u>INSTITUTION</u>	<u>TYPE OF ACCOUNT</u>	<u>TOTAL CASH/INVESTMENTS</u> <u>at March 31, 2012</u>	
Bank of America	Checking and Investment	\$	6,871,969
Dart Bank	Hi-Fi Money Market & CD's		2,335,453
Comerica	Certificates of Deposit, Securities		968,677
Ambassador	Investment Savings		258,606
Stifel Nicolaus	Securities, Money Fund		218,228
Flagstar	Certificates of Deposit		200,000
Citizens Bank	Investment Savings		126,366
Multi Bank Securities	CD's/Securities/Money Funds		103,482
Class Pool	Investment Savings		103,206
PNC Bank	Money Market		100,534
Chase	Investment Savings		46,155
	Total Delhi Township	\$	11,332,676

Delhi Downtown Development Authority Cash & Investments

<u>INSTITUTION</u>	<u>TYPE OF ACCOUNT</u>	<u>TOTAL CASH/INVESTMENTS</u> <u>at March 31, 2012</u>	
Bank of America	Checking and Investment	\$	2,558,411
Dart Bank	Hi-Fi Savings/Checking		1,333,365
Flagstar Bank	Investment		76,029
Class Pool	Investment		474
	Total Downtown Development Authority	\$	3,968,279

Delhi Charter Township Investments as of 3/31/12

