

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON MAY 15, 2012**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, May 15, 2012, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Goodrich called the meeting to order at 7:00 p.m.

Members Present: Supervisor Stuart Goodrich, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Derek Bajema, John Hayhoe, DiAnne Warfield, Jerry Ketchum (arrived at 7:09 p.m.)

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
Howard Haas, Assistant DDA Executive Director
Wendy Thielen, Assistant Township Manager of Human Resources
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

PUBLIC COMMENT - None

BUSINESS

COMMUNITY DEVELOPMENT DEPARTMENT – APRIL ACTIVITY REPORT

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

FIRE DEPARTMENT – APRIL ACTIVITY REPORT

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

Chief Royston stated that due to a computer glitch, statistics were not available for the April Activity Report. Chief Royston stated that the total EMS/Medical calls for April were 148 and total Fire/Rescue calls were 26 for a total of 174 calls for the month.

Chief Royston reported on the most recent State of Michigan law regarding fireworks (Act 256 of 2011).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON MAY 15, 2012**

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

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

Fire Chief Richard Royston introduced Zackary Yager, Michael Updyke, Jacquelyn Chapman, Chad Studley and Thomas Keyes, the five most recent Ingham County Fire Training class graduates.

ADJOURNMENT

Meeting adjourned at 7:27 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

SUBJECT TO APPROVAL

DELHI CHARTER TOWNSHIP
Department of Community Development

April 2012 Activity Report

New Permits:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits</u>	<u>Total Inspections</u>
Building	7	44	72
Electrical	5	12	28
Mechanical	3	18	44
Plumbing	5	16	44
Fire Inspections	N/A	N/A	44
Totals	20	90	232

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	1	6	24
Soil Erosion Waivers	0	3	0
APA Projects	0	0	23
Totals	1	9	47

New Code Enforcement Cases:

<u>Category</u>	<u>DDA Area Cases</u>	<u>Total Cases</u>
Building Maintenance	0	0
Fence Violation	0	0
Junk & Debris	0	6
Junk Vehicles	2	2
Miscellaneous	2	4
Noxious Weeds	0	5
Sidewalk Snow	0	0
Sign	1	1
Site Plan	0	0
Yard Parking	0	0
Improper Zoning Use	2	4
Totals	7	22
Total # of Inspections	26	

Rental Program Information:

Number of New Registered Rental Properties	6
Number of Rental Re-inspections	48
Number of Rental Investigations	0
Number of Rental Cycle Inspections	72

Civil Infraction/Abatement Information:

Abatement/Clean-ups	0
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	\$599.49
Civil Infractions Issued	2
<i>Civil Infraction Fines Issued (Year to date)</i>	\$575.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
COMMERCIAL ADDITION							
PB12-092	4224 KELLER ROAD	MOORE TROSPER CONSTRUCTION	<i>1700 SQ FT ADDITION FOR OFFICE SPACE, HANDICAP RAMP AND BATHROOM</i>	\$172,575	\$1,141.80	Y	
COMMERCIAL ADDITION				\$172,575	\$1,141.80		Total: 1
COMMERCIAL ALTERATION							
PB12-060	2068 CEDAR STREET	HACKBARTH, ROGER	<i>REMOVE INTERIOR PARTITIONS FOR NEW NAIL SALON</i>	\$15,360	\$96.00	Y	
COMMERCIAL ALTERATION				\$15,360	\$96.00		Total: 1
COMMERCIAL MISCELLANEOUS							
PB12-055	1425 N CEDAR ROAD	SLEE, GARY	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	Y	
COMMERCIAL MISCELLANEOUS				\$8,000	\$50.00		Total: 1
DECK							
PB12-054	4795 APPECROFT LANE	MILLER, CHAD J & CHERYL M.K.	<i>REPLACEING FLOOR BOARDS ON DECK, ADDING 80 SQ FT AND REPLACING STEPS</i>	\$720	\$50.00		
PB12-062	6076 BISHOP ROAD	ROZEN CONSTRUCTION	<i>CONSTRUCTING 10' X 18' DECK</i>	\$1,620	\$50.00		
PB12-066	4078 PINE DELL DRIVE NORTH	MUCK, KELLY	<i>CONSTRUCTING 12' L X 20' W DECK</i>	\$2,160	\$50.00		
PB12-069	1916 ELM STREET	SLATER HOME IMPROVEMENT	<i>CONSTRUCTING A 24' X 20' DECK</i>	\$4,320	\$50.00		
PB12-074	4075 HOLT ROAD # 197	JACOB, ALFRED	<i>BUILDING A 10' X 23' ATTACHED DECK TO MOBILE HOME INCLUDING A HANDICAP RAMP WITH ROOF ATTACHED</i>	\$3,220	\$50.00		
PB12-075	2805 LAMOREAUX LANE	NJD CONSTRUCTION	<i>PATIO COVERING OF EXISTING STONE PATIO & 10' X 6' DECK ADJACENT TO PATIO (REAR OF HOUSE)</i>	\$5,262	\$50.00		
DECK				\$17,302	\$300.00		Total: 6
FENCE							
PB12-052	2555 SORORITY LANE	ESSENMACHER, KEVIN & NELSO, JAMIE L	<i>INSTALLING 4.5 FT FENCE IN REAR YARD</i>	\$0	\$50.00		
PB12-058	4401 KEELSON DRIVE	SALAS, VERONICA	<i>INSTALLING 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$50.00	Y	
PB12-063	2717 MORENO DRIVE	YOHEY, DOUGLAS R	<i>CONSTRUCTING FENCE IN THE REAR YARD 10' OF 3' TALL PICKET FENCE AND 116' OF 6'</i>	\$0	\$50.00		

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
<i>PRIVACY FENCE</i>						
PB12-064	5870 CARTAGO DRIVE	WICHTOSKI, MARK & THERESA L C	<i>CONSTRUCTING 4' FENCE IN REAR YARD</i>	\$0	\$50.00	
PB12-073	1623 GANDER HILL DRIVE	SAGLE NATHANIAL L AND DANETTE L	<i>INSTALLING A PORTION OF 3' VINYL PICKET AND A PORTION OF 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$50.00	
PB12-081	2718 GROVENBURG ROAD	KNIGHT, RUTH & STEPHEN	<i>INSTALLING 6' PRIVACY FENCE</i>	\$0	\$50.00	
PB12-083	1834 NIGHTINGALE DRIVE	NOWAK, MICHAEL & JANICE	<i>INSTALL PERIMETER 4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$50.00	
PB12-084	2550 DELLRIDGE DRIVE	AMERICAN REMODELING BUILDING	<i>CONSTRUCTING FENCE IN SIDE AND REAR YARDS</i>	\$0	\$50.00	
PB12-086	3669 WILLOUGHBY ROAD	HAFKE, JAMES & DEBORAH	<i>INSTALLING 4' HIGH FENCE AROUND POOL</i>	\$0	\$50.00	
PB12-090	1955 AUBURN AVENUE	RANCH LIFE PLASTICS, INC	<i>INSTALLING 3' HIGH FENCE IN REAR YARD</i>	\$0	\$50.00	
FENCE				\$0	\$500.00	Total: 10
POOL						
PB12-076	1567 GANDER HILL DRIVE	RYTLEWSKI, JARED & GWENDOLYN	<i>INSTALLATION OF AN ABOVE GROUND POOL</i>	\$0	\$50.00	
PB12-082	5678 LADDERBACK DRIVE	FRANCK, MATTHEW & HOLLY	<i>INSTALLATION OF AN ABOVE GROUND POOL</i>	\$0	\$50.00	
PB12-085	3669 WILLOUGHBY ROAD	SOUTHERN MICHIGAN POOL PROS	<i>18' x 42' INGROUND POOL THAT IS 8' DEEP</i>	\$32,000	\$50.00	
POOL				\$32,000	\$150.00	Total: 3
RESIDENTIAL ADDITION						
PB12-067	2120 GUNN ROAD	SMIESKA, PAUL D & DEBORA J	<i>ADDING 400 SQ FT TO EXISTING POLE BARN</i>	\$7,200	\$50.00	
PB12-091	2029 HAMILTON STREET	C & J CONSTRUCTION	<i>FINISHING AN ADDITION THAT WAS STARTED IN 2008- FINISH UPSTAIRS BATHROOM AND INSTALLING NEW BATHTUB UPSTAIRS</i>	\$16,000	\$96.00	
RESIDENTIAL ADDITION				\$23,200	\$146.00	Total: 2
RESIDENTIAL ALTERATION						
PB12-065	2573 LIMERICK CIRCLE	JOHN YOUNG CONSTRUCTION	<i>REMODEL EXISTING FINISHED BASEMENT - REMOVE 2 5' WALLS - MOVE BATHROOM WALL AND DRYWALL UTILITY ROOM</i>	\$11,536	\$72.00	Y

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
RESIDENTIAL ALTERATION				\$11,536	\$72.00	Total: 1
RESIDENTIAL DWELLING/GARAGE						
PB12-071	1708 SPRUCE AVENUE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$233,888	\$1,404.00	
PB12-079	1523 CATALINA DRIVE	COUNTRY VIEW ESTATES LLC	CONSTRUCTING SINGLE FAMILY HOME	\$135,912	\$816.00	
RESIDENTIAL DWELLING/GARAGE				\$369,800	\$2,220.00	Total: 2
RESIDENTIAL MISCELLANEOUS						
PB12-053	1995 ADELPHA AVENUE	JR NEELY INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-056	3585 DELL ROAD	ARROWHEAD HOMES	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-057	6079 BISHOP ROAD	FOUNTAIN EXTERIORS	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-059	2700 EATON RAPIDS ROAD #266	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-061	4430 REXFORD AVENUE	KRUGER ROOFING & CONST	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-068	2276 TIFFANY LANE	SUPERIOR SERVICES RSH INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-070	4670 HOLT ROAD	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-077	1628 EIFERT ROAD	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-080	1153 GROVENBURG ROAD	SHERRIFF-GOSLIN CO	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB12-087	4711 KRENTAL AVENUE	JR NEELY INC	TEAR OFF AND RE-ROOF	\$8,000	\$100.00	
PB12-088	4169 SANTA CLARA DRIVE	BOSSENBROEK, PAUL	TEAR OFF AND RE-ROOF	\$0	\$50.00	
PB12-089	4678 WILCOX ROAD	RC CONTRACTORS LLC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
RESIDENTIAL MISCELLANEOUS				\$88,000	\$650.00	Total: 12
RESIDENTIAL STORAGE/GARAGE						
PB12-072	2610 RENFREW WAY	LESTER, GARDNER	CONSTRUCTING A 24' X 24' POLE BUILDING	\$10,368	\$66.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
PB12-078	5890 CARTAGO DRIVE	KINNE, JOHN	CONSTRUCTING 32' X 24' POLE BUILDING	\$13,824	\$84.00		
RESIDENTIAL STORAGE/GARAGE				\$24,192	\$150.00		Total: 2
SIGN							
PS12-010	5035 HOLT ROAD	DOUGLAS SIGNS	INSTALLING 6 SQ FT WALL SIGN LEFT OF THE DOUBLE DOORS ON COLD STORAGE BUILDING	\$0	\$56.00		
SIGN				\$0	\$56.00		Total: 1
SIGN - GRAND OPENINGS							
PS12-009	891 N CEDAR ROAD	GIT SOME	GRAND OPENING SIGN FROM APRIL 16TH - 30TH	\$0	\$0.00	Y	
PS12-011	2237 AURELIUS ROAD #2	NEXT LEVEL TRANSMISSION AND AUTO	24 SQ FT GRAND OPENING SIGN ON FRONT OF BUILDING FROM 4/27/12 TO 5/11/12	\$0	\$0.00	Y	
SIGN - GRAND OPENINGS				\$0	\$0.00		Total: 2
Totals:				\$761,965	\$5,531.80		44

Permit.DateIssued Between 04/01/2012 AND 04/30/2012
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:	\$ 2,437,502.00
Residential:	\$ 1,344,199.00
Total Single Family Homes:	4

Delhi Township Fire Department Monthly Report

April, 2012

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	N/A	-	N/A
Fire / Rescue	N/A	5	N/A
Total Calls	168	5	173

*Total calls in 2012: 824
Total calls for 2011: 2,477*

Inspections

Annual Commercial Fire Inspections for April - 36

Miscellaneous

Fireworks Training at MSP Training Center – New Fireworks Law Effective 1/1/12

Provided stand-by coverage to Lansing Marathon on 4/22/12

Completed Annual SCBA mask Fit Testing

Completed Annual Driving Refresher

Note: Updated April figures will be provided at May, 2012 Meeting. Data lost from computer and needs to be re-entered.

Delhi Township Fire Department Monthly Report

April, 2012

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	148	-	148
Fire / Rescue	21	5	26
Total Calls	169	5	174

Total calls in 2012: 824
Total calls for 2011: 2,477

Inspections

Annual Commercial Fire Inspections for April - 36

Miscellaneous

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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	\$74,833.00	\$58,459.89	\$49,961.37	\$278.88	\$438.66	\$428.52	\$1,662.45	\$60.42
MAY								
JUNE								
JULY								
AUGUST								
SEPTEMBER								
OCTOBER								
NOVEMBER								
DECEMBER								
TOTAL	\$365,169.00	\$214,638.03	\$49,961.37	\$889.50	\$2,747.36	\$1,120.10	\$1,662.45	\$60.42

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: Delhi Township Board of Trustees

FROM: Lieutenant Eric Trojanowicz

DATE: May 10, 2012

RE: April 2012 Monthly Report

HIGHLIGHTED CASES AND INCIDENTS:

- 04-01-2012 Deputy Huhn responded to the 2000 block of Auburn Ave. in reference to a verbal argument. Two subjects went to the residence to pick – up some property because they were being evicted by the landlord.
- 04-01-2012 Deputy Huhn responded to the 1900 block of Elm St. in reference to a welfare check of a 13 year old. Contact was made with the 13 year old and everything was fine.
- 04-02-2012 Deputy Kindevater responded to Elias Auto Sales in the 1100 block of N. Cedar St. for a larceny complaint. An unknown suspect removed a catalytic converter from a junked vehicle and stole a winch from a trailer in the back of the business. No suspects and no evidence.
- 04-02-2012 Deputy Kindevater responded to the 1400 block of Holland for neighbors arguing in the street. The argument was over a Home Invasion in the neighborhood and the subjects were blaming each other.
- 04-02-2012 Deputy McElmurray made a traffic stop at Aurelius Rd. and Willoughby Rd. Deputy McElmurray arrested the passenger for an warrant out of Animal Control. Deputy McElmurray located marijuana in the vehicle when the vehicle was searched. Charges are being sought.

- 04-02-2012 Deputy Huhn responded to the 3900 block of Knotwood Dr. for a suspicious situation. The homeowner reported that she thought someone was outside her residence because somebody had rang her door bell. The interior and exterior of the residence was checked and everything was fine.
- 04-03-2012 Deputy McElmurray responded to the 2500 block of Selma in reference to a possible fight. There was a verbal dispute between roommates. The parties were separated.
- 04-03-2012 Delhi Units and out – county units responded to the 900 block of N. Cedar St. on a weapons complaint. Subject was inside the residence possibly shooting a weapon. Subject surrendered after a brief negotiation. Subject was exposed to the taser and taken into custody. The subject was transported to the hospital for evaluation and treatment.
- 04-04-2012 Deputy Kindevater responded to the 4200 block of Holt Rd. in reference to a malicious destruction of Property complaint. Window and the rear tire of a vehicle were damaged. The owner of the vehicle reported that he is having an ongoing dispute with his neighbor.
- 04-04-2012 Deputy Hull took at fraud complaint. The victim advised that her husbands debit/credit card was used by a couple of suspects in Holt and Meridian Township. The investigation is on – going.
- 04-04-2012 Deputy Huhn responded to the 4200 block of Charlar Place for a suicidal subject. Contact was made with the suicidal subject. She was transported voluntarily to St. Lawrence Hospital to be treated.
- 04-05-2012 Deputy Richards responded to the 2500 block of Kate St. to investigate a malicious destruction to vehicle complaint. An unknown suspect scratched the paint of a vehicle on three sides.
- 04-05-2012 Deputy Kindevater responded to a reckless driving complaint at Sanibel Hollow and Anchor Court. The driver of a vehicle was driving too fast and lost control of his vehicle while going around the corner and he drove into a lawn causing damage. Charges are being sought for reckless driving.
- 04-05-2012 Deputy Shattuck is investigating a prescription fraud complaint at the Rite Aid (2263 N. Cedar St.) No suspects indentified at this time.
- 04-05-2012 Deputy Shattuck investigated an assault complaint in the 4300 block of Keller Rd. The parties were separated for the night. Charges are being sought on one party for assault.
- 04-06-2012 Deputy Narlock arrested a subject in the 500 block of Grovenburg Rd. for two probation violation warrants out of 55th District Court. The subject was lodged at the Ingham County Jail.
- 04-06-2012 Deputy Bennehoff is investigation a larceny complaint in the 2200 block of Wemple St. An unknown suspect took the outside receiver to the satellite off of the dish. The investigation is on – going.
- 04-06-2012 Deputy Shattuck responded to the 2300 block of Aurelius Rd. for a fight call. A male subject

was arrested for domestic assault.

- 04-07-2012 Deputy Bennehoff is investigating two malicious destruction of a mailboxes in the 2200 block of Cedar Bend. Unknown suspects damaged the mailboxes at that location.
- 04-09-2012 Deputy Torok responded to the 2600 block of Kate St. The homeowner was awakened by her dog barking. The homeowner believed somebody was attempting to get into her residence. Deputy Torok checked the area and was unable to locate anybody suspicious in the area.
- 04-09-2012 Deputy Huhn responded to the Village Inn (2211 Cedar St.) for a trouble with subject type complaint. A subject was intoxicated and was attempting to fight with people in the parking lot. The subject was arrested for disorderly conduct.
- 04-09-2012 Deputy Shattuck responded to the 1900 block of Mockingbird for a larceny complaint. The homeowner advised that he was vacation and an unknown suspect broke into his shed and stole his golf clubs.
- 04-11-2012 Deputy Richards and Deputy Kindevater responded to 2202 N. Eifert Rd. in reference to a subject attempting to repossess a vehicle harassing the homeowner. The repossession person left prior to the deputies arriving.
- 04-11-2012 Deputy Hoeksema responded to 4488 Bowline Court in reference to a family trouble. Husband and wife verbal argument. No assault.
- 04-11-2012 Deputy Hoeksema responded to the 7-11 at Aurelius Rd. and Holt Rd. in reference to a homeless man loitering. Deputy Hoeksema made contact with the person and told him to move along.
- 04-12-2012 Deputy Hoeksema responded to the 2300 block of Gilbert Rd. in reference to a strong armed robbery. The victim was robbed of items that he posted on craigslist and a cell phone. Investigation is continuing. No known suspects.
- 04-12-2012 Deputy Narlock responded to the 5700 block of Ambler St. in reference to a threats complaint. The complainant advised that her children were chased home and threatened by three unknown individuals.
- 04-12-2012 Deputy McElmurray responded to the 2100 block of Cedar St. on a fight call. Deputy McElmurray arrested one half of the fight for Disorderly Conduct.
- 04-14-2012 Deputy Torok responded to 1464 Holland for at threats complaint. The complainant advised that her neighbor has been harassing and threatening him when he walks past his house.
- 04-15-2012 Deputy Shattuck conducted a traffic stop at Cedar St. and Fay St. The driver of the vehicle was arrested for Operating While Intoxicated.
- 04-15-2012 Deputy Kindervater is investigating a larceny of two aluminum pump lifts at 1907 Kahres. No known suspect(s). The investigation is on – going.

- 04-15-2012 Deputy Torok stopped a vehicle at Aurelius Rd. and Harding Ave. The driver fled on foot but was subsequently apprehended after a canine track. The driver was in possession of marijuana and xanax. He also had was driving on a suspended license and he had three outstanding warrants.
- 04-16-2012 Deputy Kindevater investigated a stalking complaint at 2350 Cedar St. (Tim Horton's). The victim who works at Tim Horton's is being stalked by the suspect. The suspect was contacted and advised to not return to the business or have any contact with the victim.
- 04-16-2012 Deputy Hull responded to Holt High School for a weapons complaint. Dispatched advised that the complainant reported that the suspect was in possession of a gun at school. The suspect was located in a classroom and searched. No weapon was located.
- 04-16-2012 Deputy Narlock is investigating a breaking and entering at 4476 Harding Ave. The unknown suspect(s) entered his unlocked garage and stole a Toro electric lawn mower. The suspect (s) also entered his unlocked vehicle but nothing was taken.
- 04-16-2012 Deputy Narlock is investigation a Home Invasion at 1901 Elm St. Apt. A. Unknown suspect(s) entered the apartment through a bedroom window and stole several items.
- 04-17-2012 Deputy Kindevater responded to the 3500 block of Orchid in reference to an malicious destruction of property complaint. Unknown suspect(s) damaged the rear side window of vehicle parked in the driveway.
- 04-18-2012 Deputy McElmurray stopped a suspicious person walking behind a business in the 1900 block of Cedar St. The subject had five outstanding warrants was arrested and lodged at the Ingham County Jail.
- 04-20-2012 Deputy Bennehoff investigated an unlawful driving away an automobile complaint at Car Quest located in the 2400 block of Cedar St. The suspect was located and lodged at the Ingham County Jail.
- 04-20-2012 Deputy Bennehoff is investigating a Home Invasion that took place in the 1300 block of Grovenburg Rd. The suspect (s) gained entry into the residence and caused some damage inside the residence. The suspect (s) removed some property from the residence along with some U.S. currency.
- 04-21-2012 Deputy Ward and Deputy Shattuck responded to the Speedway located at 2765 Eaton Rapids Rd. for a Strong Armed Robbery. Two suspects entered the store and stole the clerk's wallet, money from the cash register, and lottery tickets. The suspects were driving a U Haul box style truck. One suspect was apprehended a short time later in the City of Lansing and lodged at the Ingham County Jail. The second suspect was also arrested a couple days later by the Fugitive Team in the City of Lansing.
- 04-21-2012 Deputy Narlock responded to 4075 W. Holt Rd. to take a unlawful driving away an automobile

complaint. The vehicle and suspect were located in a parking lot on the campus of Michigan State University. The suspect was arrested and lodged at the Ingham County Jail.

- 04-23-2012 Deputy Narlock responded to the 2500 block of Gilbert for a Breaking and Entering of a shed. The victim advised that unknown suspect(s) broke into his shed and stole miscellaneous tractor items and gas cans. The incident took place between October 2011 and April 2012.
- 04-23-2012 Deputy Hoeksema is investigating a Home Invasion in the 2100 block of Cedar St. The victim advised that somebody kicked in the back door of her residence and stole miscellaneous items. The suspect is the victim's ex-boyfriend.
- 04-24-2012 Deputy Ward responded to the 1800 block of Persimmon Path for a suspicious vehicle. The vehicle matched the description of a vehicle involved in possibly trying to lure young females into the vehicle. Deputy Hoeksema checked the vehicle earlier in the day and identified the occupants of the vehicle and they were delivering yellow book coupon ads.
- 04-24-2012 Deputy Ward and Deputy Hoeksema responded to the 2600 block of Sorority Lane for a subject that was passed out in the passenger seat of a vehicle. The subject had warrants for his arrest. When the subject was being placed under arrest he assaulted the Deputies. The subject was subsequently lodged at the Ingham County Jail.
- 04-28-2012 Deputy Bennehoff responded to the 4100 block of Woodworth Ave. on a stalking complaint. The suspect was located and arrested on a warrant. Charges on the stalking complaint pending.
- 04-30-2012 Deputy Richards responded to the 2000 block of Hamilton on a late home invasion complaint. The home owner had a mountain bike, car radio, and grinder stolen. No suspect(s) at this time.

STATISTICS:

During the month of April, Deputies responded to 401 calls for service (written/blotter complaints). They made 111 arrests of which 72 were self – initiated. Deputies issued 223 citations. Deputies conducted 253 business/property checks, 22 liquor inspections, and spent 144.6 hours in Community Policing. Deputies participated in 86.5 hours of training.

Calls for Service

	2010	2011	2012
April	533	497	401
Year to Date	1968	1827	2228

Total Arrests

	2010	2011	2012
April	108	104	111
Year to Date	438	329	440

Total Self – Initiated Arrests

	2010	2011	2012
April	96	89	72
Year to Date	372	266	338

Citations Issued

	2010	2011	2012
April	253	230	223
Year to Date	883	855	1078

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. E. Trojanowicz
FROM: Dep. Kelly Bowden #5379
DATE: Monday, May 07, 2012
RE: April 2012 Monthly Business Officer Report

Total Complaints:	13
Traffic Stops:	7
Citations:	2
Property/ Business Checks:	20
Community Policing Hours:	18.2
Liquor inspection:	3
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. At the South Lansing lunch I spoke a few words about employee safety during the event of a robbery.

I represented the Sheriff's Office at the Greater Lansing Home Builder Assn. Show, held at Holt High School. Deputy Richards and I gave a brief lecture on crime prevention in the home and also did kids latent print cards for parents who requested them.

Other Highlights:

I completed a lengthy investigation involving a suspect who stole property from an employee of a local church. The suspect went on a shopping spree around Lansing, racking up a significant bill for the victim in the process. I met with the Ingham County Prosecutor, then arrested and lodged the suspect for numerous felony charges. I was able to recover and return all of the victim's personal property. I also seized most of the items the suspect had purchased, depriving her of her ill-gotten gains.

I responded with multiple agencies for a man with a gun call in Delhi Twp. The male suspect had been firing rounds off inside his home, which was located in a heavily populated and traveled area of the township. The male threatened harm to responding officers and claimed to have explosives in addition to his firearms. The male eventually left his residence, but would not follow our instructions so we could safely place him in custody. I utilized a taser to temporarily incapacitate the male and he was taken in to custody. Charges against the man are pending.

I responded to a local school for a student who made threats to harm another student. The matter was investigated and parents were contacted. The school has initiated disciplinary measures and the matter is closed.

I responded to the parking lot of a local business for two motorists engaged in a heated argument. Upon investigating the matter it appeared one motorist didn't approve of how the other was driving and followed him to the parking lot, where she began berating him. The second motorist wisely chose to remain with his vehicle and contacted police for assistance. Both motorists were contacted and I spoke with the female about the proper fashion in which to express her concern. No crime occurred and the parties separated peacefully.

I responded to a local business for a larceny allegation. The complainant stated her vehicle had been repossessed and upon retrieving the vehicle, she found items missing from inside. The victim wished to have the matter documented and stated she would pursue matters civilly if she later found it necessary.

Respectfully Submitted,

Deputy Kelly Bowden, Badge #5379

COUNTY of INGHAM

State of Michigan

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FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Sgt. Matthew Flint
FROM: Deputy Mary Hull #5353
DATE: Wednesday, May 09, 2012
RE: April 2012 Monthly Report

MONTHLY STATISTICS:

Citations:	5
Community Policing Hours:	40
Complaints:	16
School Contacts:	41

COMMUNITY POLICING HIGHLIGHTS:

April was kickoff for the Safe Prom Initiative, and Holt High School was selected to host the event for media purposes. Prior to the Safe Prom assembly, I delivered flyers to all of the local business in the township that sell alcohol and reminded the proprietaries of the penalties for selling alcohol to minors.

I spent time with a Wilcox Elementary student that was having some problems with anger at home. During my visit with the fourth grade student, we spoke about proper ways to display anger and appropriate ways to overcome the angry feelings. The student became

frustrated with his math homework, and did not have anyone at home that was able to help. In addition, I also spoke with the principal about getting math help for this student.

During the month, I was able to spend more time at Holt Jr. High, specifically during their lunch periods. I also continued working with a group of juvenile females that are continually truant from school. As a result, I had a number of conversations with their parents about the best way to get them to school. I also spoke with a 30th Circuit Court referee about the truancy issues, and what my role as the School Resource Officer is.

OTHER HIGHLIGHTS:

During the month of April, I took sixteen complaints, some of these complaints included credit card fraud, drugs, destruction of property, assault, weapons, disorderly, and CPS referrals.

During the week of Spring Break, I took a credit card fraud complaint from an individual that was staying with a friend for a short time. The victim reported that the person that she had been staying with used her card six times within a three-hour period. The suspect was identified by video, photo lineup and his own confession. Once the report is complete, it will be submitted to Ingham County Prosecutor's Office for review.

During the month, I received information from the Jr. High that a student admitted to purchasing marijuana with the intention of selling it outside of school. As a result of the information obtained from the student the parents were called to the school. In turn the parent took me to their home and had the juvenile show me where the marijuana was hidden. I confiscated three separate packages of marijuana and paraphernalia the student used to smoke the marijuana with. The suspected marijuana that was collected was turned over to Michigan State Crime Laboratory for analysis. A petition for possession with intent to deliver marijuana will be submitted to Ingham County Prosecutor's office. I also followed up on a complaint that Deputy Richards took in my absence. Administrators from the 9th grade campus received information that a student gave two other students ADHD medication while on school grounds. The female student responsible for bringing the medication to school admitted that she brought the pills to school at the request of another student. In turn, the other student took one of the pills and gave the other to a friend. The report along with petitions for possession of a controlled substance, for all three students involved, will be submitted to Ingham County Prosecutor's Office for review.

During April, I also received two malicious destruction to property reports. One such incident occurred at Horizon Elementary during spring break. A sixteen-year-old driver, involved in a prior incident, drove through the grass, leaving ruts in the sod. The driver of the vehicle admitted that he drove through the grass to prevent further damage to his rim and tire. The responsible person fixed the damage caused to the grass the following day. The other incident occurred at the High School, when four students used marker to write on the tennis courts. All four students were identified and cited under Delhi Township ordinance.

During the month, dispatch received third party information that a student at the high school was possibly in possession of a gun. The third party that called dispatch advised that a student, attending the Career Center, reported that he had been threatened with a gun while on the school bus. The suspect student was located in class; however, no weapons were located on his person or in his property. The suspect student admitted that he had threatened the other student but never indicated that he had a weapon.

During the month, I took an assault report involving a student and teacher at the 9th grade campus. The victim reported that a student pushed her into a door, in the office, after she grabbed a water bottle from the counter and left the office. The student advised that she was trying to get her water bottle back from the teacher and had no intention of assaulting the teacher. Upon interviewing the victim, the suspect and witnesses, the report was submitted to Ingham County Prosecutor's Office for review.

Lastly, I received information from the Transportation Department that an adult boarded a school bus loaded with children, in route to a local Elementary and Middle School. After the female boarded the bus, she used foul language and made verbal threats to students that she believed were bullying her children. The suspect female refused to speak with me in person or over the telephone about the incident. However, I sent a letter to the suspect advising her that her actions were unnecessary and any further actions could result in a citation or an arrest.

I also had an opportunity to attend training, Practical and Effective School Crisis Planning Conference for Michigan Schools, at Michigan State Police Academy. The focus of the training was to assist those responsible for the safety of students to think about the planning of hazards in or near schools, including emergency preparedness, duties of staff during an emergency, decision making during an emergency and family reunification. The presenter, Michael Dorn, is the international authority on school safety and Executive Director of Safe Havens International Inc.

COUNTY of INGHAM

State of Michigan

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FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Lt. Eric Trojanowicz

FROM: Dep. P. Richards

DATE: 05/09/12

RE: April Monthly

MONTHLY STATISTICS:

Traffic Stops: (13)
Citations issued: (05)
Calls of Service: (16)
Comm. Policing Hrs.: (57.2)
Business Contacts: (05)
School Contacts: (05)
N. W. meetings: (03)

COMMUNITY POLICING HIGHLIGHTS:

I met with the coordinators of Dehil Manor Community Park this month. I spoke on issues of prevention of larcenies and calling in about suspicious person(s) in the area. Also topics of

juveniles walking/playing in the middle of the street, basketball nets in the roadway. I advised of continuous watch of children playing basketball in the street, and to have them call me with any unknown vehicles in the area. Summer activities were set for June 23 -- Hot dogs in the park; The seat belt convincer is scheduled for this event.

I assisted the Huron County Sheriff's Office on a criminal complaint (phone harassment) in their area; possible suspects were living in the Delhi area. I spoke with the persons and sent information back to Huron County. They appreciated the help.

I went to the following locations on civil neighbor disputes (noise, land disputes, suspicious activity, general disagreements, etc.) : 2100 block of Eifert rd; 4100 block of Watson; and 4200 block of Keller. Many others came or called the Delhi office and spoke with myself on these various issues; researched child safety seat inspection locations/sites (and times) for several residents.

I patrolled several neighborhoods during this month and located several basketball hoops (portable types) that were currently in the roadway; I spoke to all the owners of the basketball hoops and advised them to have them removed from the roadway. Compliance was completed.

I met with the Holt Schools Supervisor, Chief Deputy and concerned resident over the matter of suspicious person(s)/activity in the 4200 block of Holt Rd. I also met with additional Delhi Township persons on this matter; METRO was contacted for their possible involvement.

I met with the manager/supervisor of Whispering Pines Apartment community. We spoke on several issues of noise issues (barking dogs), suspicious persons in the area, and surrounding neighborhood integrity. She supported the idea of bicycle patrols in their community whenever possible.

I assisted the Delhi road patrol with area canvassing in several locations within Holt on different points of interest. I spoke to several on the awareness of a suspicious person(s) in their area and contact us when they believe they have a suspicious person(s).

I met with the Supervisor of the Delhi Township Parks and Recreation Dept. on the formation of several no-trespass letters/documents to sent to multiple individuals in the community. I also continued the patrol of the Township offices when time permitted to help with any possible after-schools issues that may arise at that location.

I met with the coordinator /manager of Huntley Villa. We discussed several topics that relate to their community. We also continued the discussion on the formation of trespass letters on certain individuals that frequent the area; this was in response to area juveniles that were loitering in the area/community. .

I spoke to the manager of Old Orchard Apts on Keller Rd. I spoke on several topics; mainly discussed noise complaints and medical cards. The topic of citing individuals for continuous noise violations (after-hours) would be brought to the attention of their management; they then

can take the necessary steps towards the resident (lease violations). I have spoken to several deputies on forwarding any citations that are written to any occupant within this community.

I attended the monthly Holt Area Business Alliance breakfast/gathering. This event was well attended by many local persons/businesses. This month's main focus was on foreclosures within the community (the greater Lansing area as a whole); what they are/ are not and its possible effects on the surrounding community. The Ingham County Register of Deeds made the presentation.; a very informative presentation..

I attended the annual Lansing/Holt area Home Remodeling Show/Event; this two day event took place at Holt High School. An information booth was set up/ displayed during this event. I along with Dep. Bowden and Explorers spoke to many participants during this event. We provided finger printing, bicycle registration, Neighborhood watch signup, and answered many questions that were presented to us during the time we were there. Myself and Dep. Bowden conducted a seminar on child safety (with props and visuals) to the event participants.

I re-arranged a room at the Delhi Sheriff's Office to support/facilitate the holding of evidence from criminal cases that are being collected by the Delhi Deputies. This newly created room should aid/help in better time keeping for the Delhi deputies; now the deputies do not need to drive to Mason with freshly obtained evidence. This new room is a very welcome addition to the Delhi office.

OTHER MATTERS:

I investigated a Breaking and Entering of a local resident that accidentally left a garage door opened over night and had a bicycle taken. I canvassed the area without any additional information obtained. I forwarded the photo of this mountain bike to the other deputies at the Delhi office for their viewing.

I investigated child neglect case that was forwarded to our department by CPS; allegations of young child being locked in closet at grandmothers house. I spoke to all persons involved and viewed the residence of grandmother; the conclusion of the investigation was that the allegations were unfounded. The young child had created a fictitious story and presented it at her school in Mason; the young child was reminded by all adults involved not to create stories.

I am currently investigating a vulnerable adult complaint that was given to me by out-of-state family members on behalf of their father who is presently living in Holt. The complaint of wrongful spending of money (fraud) by the current caregiver; the Department of Human Services has also been contacted to aid in this investigation.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 15, 2012**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, May 15, 2012 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: None

Others Present: John Elsinga, Township Manager
Al McFadyen, DDA Executive Director
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Miller, Director of Community Development
C. Howard Haas, Assistant DDA Executive Director
Wendy Thielen, Assistant Township Manager of Human Resources
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC - None

**2011 ANNUAL REPORT – DOWNTOWN DEVELOPMENT AUTHORITY/
BROWNFIELD REDEVELOPMENT AUTHORITY**

Al McFadyen, DDA Executive Director, and C. Howard Haas, Assistant DDA Executive Director, gave a Downtown Development Authority 25th Anniversary Report (ATTACHMENT I).

CONSENT AGENDA

- A. Approval of Minutes – Regular Meeting of May 1, 2012
- B. Approval of Claims – May 1, 2012 (ATTACHMENT II)
- C. Approval of Payroll – May 10, 2012 (ATTACHMENT III)

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 15, 2012**

Sweet moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

NEW BUSINESS

AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING DECEMBER 31, 2011

The Board reviewed a memorandum dated May 10, 2011 from Twp. Mgr. Elsinga (ATTACHMENT IV).

Jeff Stevens, Maner Costerisan, gave an overview of the Township's Audited Financial Statement.

Hayhoe moved to accept Delhi Charter Township's audited Financial Statements for Fiscal Year ending December 31, 2011.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

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

The Board reviewed memorandums dated May 7, 2012 from Twp. Mgr. Elsinga and May 2, 2012 from Sandra Diorka, Director of Public Services (ATTACHMENT V).

Sweet moved to approve the Publicly Owned Treatment Works (POTW) expenditure for laboratory supplies from Fisher Scientific Company in the amount of \$26,369.16.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

COLLECTIVE BARGAINING AGREEMENT – IAFF LOCAL 4359

The Board reviewed a memorandum dated May 9, 2012 from Twp. Mgr. Elsinga (ATTACHMENT VI).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 15, 2012**

Warfield moved to approve the Collective Bargaining Agreement between Delhi Charter Township and the Delhi Professional Firefighters Association, IAFF Local 4359, effective January 1, 2012 and expiring December 31, 2014.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 4 TO RESOLUTION NO. 2007-075 – DESIGNATION OF TOWNSHIP PARKS AND RECREATIONAL AREAS AND PUBLIC LAND AREAS

The Board reviewed a memorandum dated December 9, 2009 from Twp. Mgr. Elsinga (ATTACHMENT VII).

Ketchum moved to adopt Amendment No. 4 to Resolution No. 2007-075 which designates certain areas within Delhi Charter Township as “Township Parks and Recreational Areas” and “Designated Public Land Areas”.

Mike Hamilton, 4541 Sycamore Street, commented on township owned properties.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AWARD BID FOR CAMPUS DRIVE SIDEWALK CONSTRUCTION – PERFITT EXCAVATING, INC.

The Board reviewed memorandums dated May 9, 2012 from Twp. Mgr. Elsinga and May 10, 2012 from Tracy Miller, Director of Community Development (ATTACHMENT VIII).

Hayhoe moved to award the bid for the Campus Drive Sidewalk and Pedestrian Crossing to Perfitt Excavating, Inc. in the amount of \$54,301 to be shared with the Holt Public Schools for a total Township portion of \$27,150.50.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 15, 2012**

REPORTS

SUPERVISOR

Supervisor Goodrich distributed the 2013 Budget calendar and reminded the Board of the upcoming June 6, 2012 Department Head Goals, Objectives and 2013 CIP meeting.

CLERK

Clerk Hope stated that today (May 15, 2012) was the final day for candidates to file for the August Primary. A list of candidates is posted on the Township website.

TRUSTEE KETCHUM

Trustee Ketchum reported on a Pioneer Cemetery issue regarding a marker that has been tipped over and a few markers that have been located in the woody area at the back of the cemetery.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga stated that he received notice from the Ingham County Road Commission indicating that the Pine Tree Road Agreement has been signed and the project will begin after Memorial Day with an expected completion date to be in July.

Twp. Mgr. Elsinga spoke with the schools in regard to the upcoming Campus Drive sidewalk project. Twp. Mgr. Elsinga stated that the schools are excited to be moving forward on this project with the participation of the Township.

Twp. Mgr. Elsinga stated that during the past year discussion has been held with the Board on the need to review sewer rates. A meeting has been held with the Township's financial consultant and it is anticipated that the firm could complete the review by the end of the 2013 budget process.

LIMITED PUBLIC COMMENTS

Jeff Hall, 1543 Gander Hill, stated that Holt Public Schools will be offering a free summer lunch program.

Mike Hamilton, 4541 Sycamore Street, commented on the markers at Pioneer Cemetery.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 15, 2012**

ADJOURNMENT

Meeting adjourned at 9:24 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

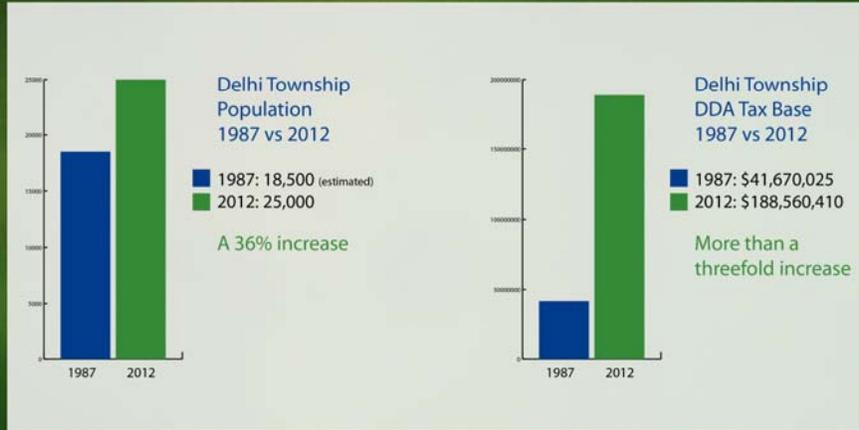
Stuart Goodrich, Supervisor

/af

SUBJECT TO APPROVAL

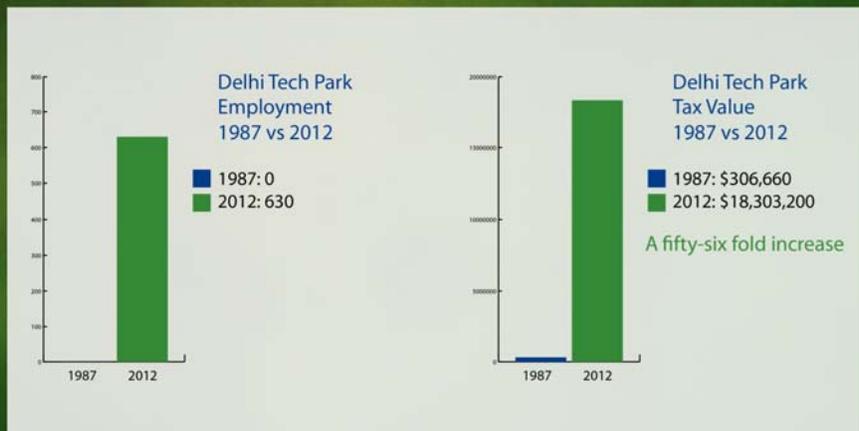


Population and Tax Base 1987 vs 2012



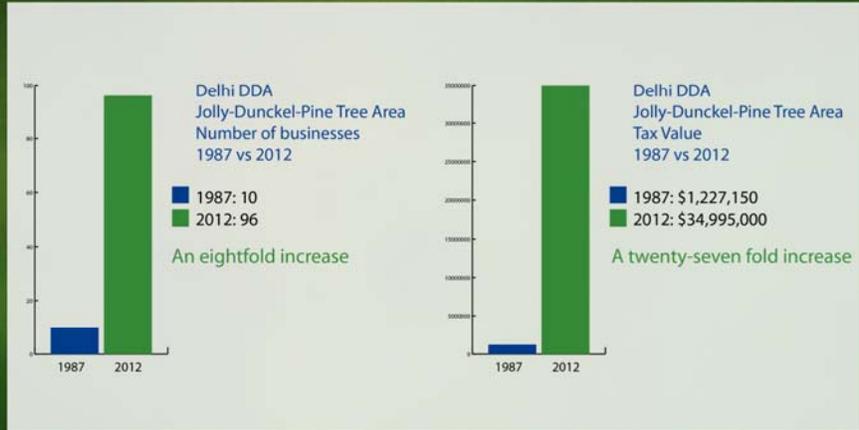
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Employment and Tax Value 1987 vs 2012



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Businesses and Tax Value 1987 vs 2012



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DDA Funded Public Infrastructure



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Sewer, water and roadway projects

- Delhi Tech Park
- Jolly/Pine Tree area
- Delhi/NE Depot
- Cedar Heights
- Cedar Street resurfacing/roundabout

\$25,000,000



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DDA Infrastructure: Other improvements including

- Mast-arm signals
- Sidewalks
- District parks
- Decorative lighting
- Fiber optics
- Pioneer Cemetery

\$4,000,000



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Before



After



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DDA Infrastructure: Non-motorized trail

- Non-motorized trail to date:

\$570,000



DELHI CHARTER TOWNSHIP • DELHITOWNSHIP.COM

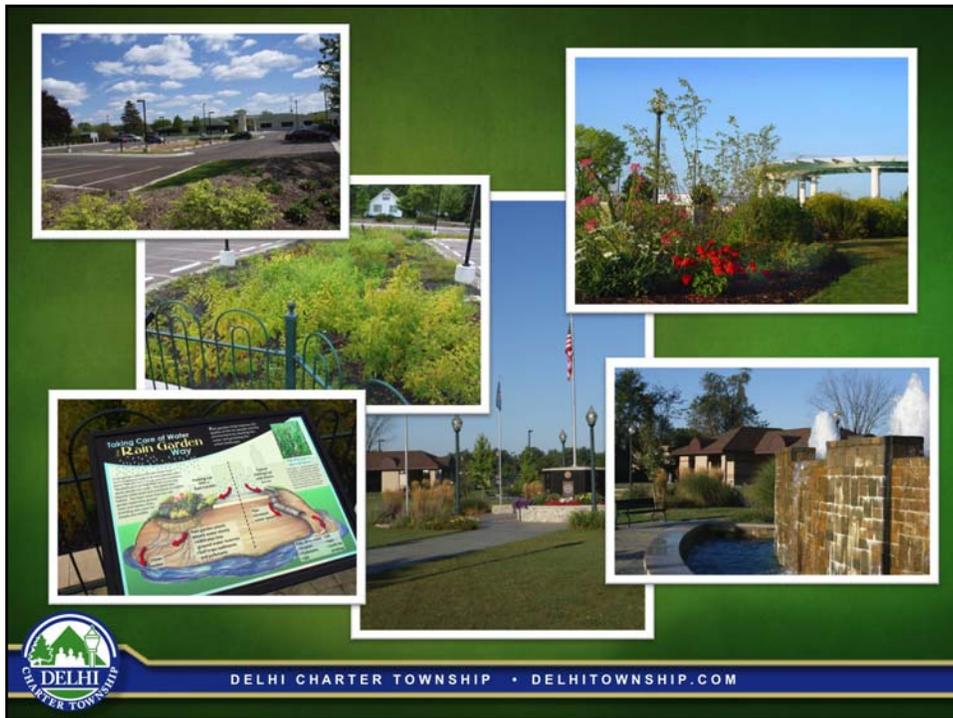
DDA Infrastructure: Township facilities

- Township facilities, including:

Veterans Memorial Gardens Park & CSC Parking expansion.....	\$910,000
Ingham County Sheriff Office – Delhi Division.....	\$1,300,000
Senior Citizen Center.....	\$1,963,000
Farmers' Market.....	\$283,000
Highlights of shared services with Delhi Township....	\$3,366,600



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Redevelopment Funded by the DDA



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Redevelopment funded by the DDA: Delhi Technology Park

- Delhi Technology Park DDA Land Purchase **\$2,100,000**



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Redevelopment funded by the DDA: **Palmer Engineering**

- Palmer Engineering
DDA Investment
(now 6 residential
condominiums)

\$308,000



After



Before



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Redevelopment funded by the DDA: **Courtyards**

- Courtyards
DDA Investment **\$350,000**

Before



After



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Redevelopment funded by the DDA: Corner of Holt and Aurelius

- Former Amoco
DDA Investment

\$250,000

(now Holt Plaza Park)



Before



After



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Redevelopment funded by the DDA: 2018 Cedar building

- 2018 Cedar building DDA Investment **\$143,660**



Before



After



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Redevelopment funded by the DDA: **4415 Holt Road**

- 4415 Holt Road
DDA Investment
(former DDA office,
now JR McGraw
legal practice)

\$144,000



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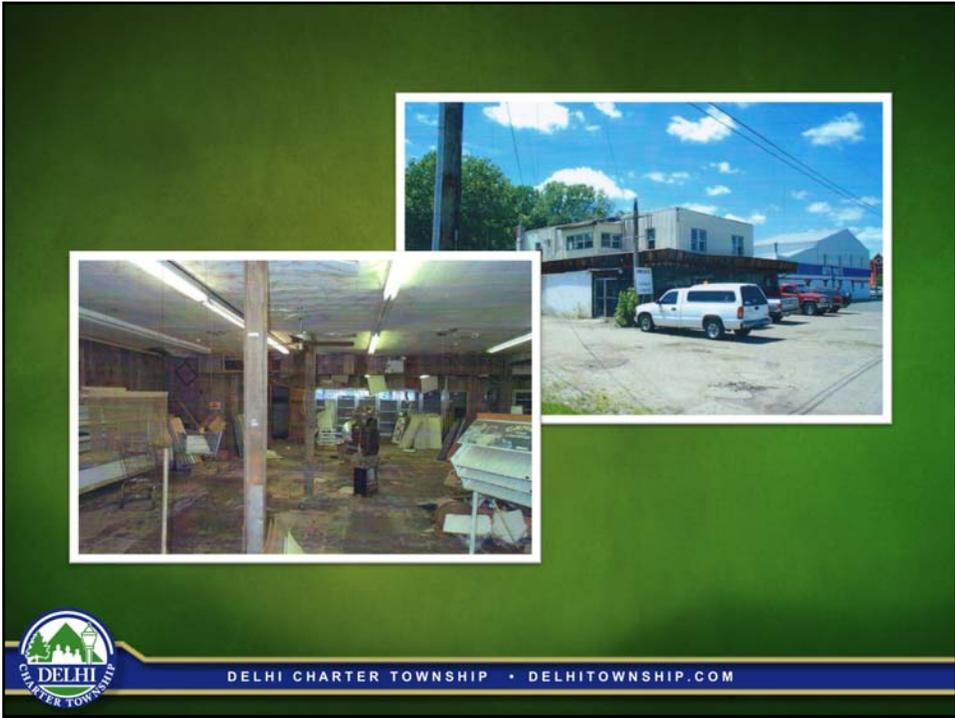
Redevelopment funded by the DDA: **Future Development**

- Parcels purchased by the DDA
and being held for future
development
 - Nyeholt/IronGuard
 - North Street/Cedar vicinity
 - Veterans Dr./Cedar vicinity
 - 2419 Cedar
 - Cedar Lakes parcel

\$3,700,000



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Business Support



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Business support: CRRP from 1990-2012

- Commercial Rehabilitation Rebate Program (CRRP) from 1990-2012
 - DDA rebate total of **\$2,230,000**
 - Business investment of approximately **\$6,000,000**



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Business support: Other local business and support for community functions

- BizBuzz
- Our Town publication
- Holiday TV cooperative advertising
- Annual Business Expo



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Business support: Community support

- Summer concert series
- Summer movie nights
- Holt Hometown Festival fireworks finale



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2004 - 2011: DDA Tax Increment Revenue Sharing

DDA Summer/Winter Totals 2004 - 2011 Paid out

Year	% Share	Ingham County	CATA	CADL	LCC	Delhi Twp	
2004	20	\$245,019.96	\$62,448.82	\$41,566.56	\$109,754.94	\$124,135.50	\$582,925.78
2005	20	\$273,473.18	\$68,263.84	\$45,419.38	\$120,022.10	\$135,711.56	\$642,890.07
2006	20	\$338,409.55	\$78,212.87	\$55,870.87	\$136,356.77	\$154,343.53	\$763,193.59
2007	20	\$370,040.08	\$85,555.40	\$61,116.25	\$149,157.92	\$168,833.45	\$834,703.10
2008	20	\$393,200.08	\$121,853.67	\$63,985.82	\$156,161.23	\$176,760.46	\$911,961.25
2009	20	\$376,848.78	\$117,073.17	\$61,475.47	\$150,034.81	\$169,825.87	\$875,258.10
2010	40	\$376,848.78	\$218,148.49	\$114,550.48	\$279,567.76	\$316,445.65	\$1,396,027.57
2011	40	\$677,866.47	\$212,777.08	\$110,384.40	\$269,401.30	\$304,938.37	\$1,575,367.62
TOTAL		\$3,142,173.29	\$964,333.34	\$554,369.23	\$1,370,456.83	\$1,550,994.39	\$7,582,327.08

Note: 2010 county received 20% share from summer collection/40% share from winter collection



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DDA BOARD OF DIRECTORS

Jane Olney, *Chairperson*
 David Leighton, *Vice-Chairperson*
 Nanette Miller, *Secretary*
 Kim Cosgrove, *Treasurer, Holt Schools Representative*
 Stuart Goodrich, *Township Supervisor*
 Tonia Olson, *Planning Commission Representative*
 Tim Fauser
 Robert Fillion
 Marcy Bishop Kates

DDA Staff
 Al McFadyen, *Executive Director*
 Helen Harrison, *Administrative Assistant*
 Howard Haas, *Incoming DDA Executive Director*



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THANK YOU:

- »»» Delhi Charter Township Board of Trustees
- »»» Township Manager John Elsinga
- »»» Township Staff



ACCOUNTS PAYABLE APPROVAL

May 1, 2012

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated May 1, 2012 numbered 81144 thru 81237 & ACH 2006 thru 2027. Every invoice has a payment authorizing signature(s).

Dated: May 1, 2012

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated May 1, 2012 show payments made from the following funds:

General Fund	\$	133,816.49
Fire Fund		7,669.59
Police Fund		190,364.66
Fire Equip. & Apparatus Fund		1,271.51
Water Improvement Fund		229.59
Brownfield Redevelopment Fund		1,999.59
Downtown Development Fund		22,919.34
Sewer Fund		79,667.08
Trust & Agency Fund		11,442.50
Grand Total	\$	<u>449,380.35</u>

Includes the following to be reimbursed from separate bank accounts:

Employee Flexible Spending Acct. 25.00

Dated: May 1, 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. (\$30,423.68 Gawne Trucking For Biosolids Land Application, 2/22/12, \$15,600.00 Maner Costerisan For 2011 Audit Fees, 10/19/10, \$79,906.00 Parish Corporation For Valhalla Park Restroom /Pavilion; Project 9/20/11) .

Dated: May 1, 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 May 15, 2012 a motion was made by _____ and passed by _____ yes votes and _____ no votes (_____ absent) that the list of claims dated May 1, 2012, was reviewed, audited and approved.

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 05/01/2012 - 05/01/2012

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
DELHI CHARTER TOWNSHIP	START UP PETTY CASH/COMM DEV	100.00
SPITZ, DONALD SR & MARIE	CONST VALUE, NEW	136.00
BLUE CARE NETWORK	REFUND (2011A-1120 JOHNSON)	660.00
JACK RITTER	BUY BACK 4 BURIAL PLOTS	1,500.00
	Total For Dept 000.00	2,396.00
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	TRUSTEES LIFE INSURANCE MAY	25.50
	Total For Dept 101.00 LEGISLATIVE	25.50
Dept 171.00 MANAGER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	308.38
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	93.50
ADP SCREENING & SELECTION	SUBSCRIPTION	26.51
VERIZON WIRELESS	CELLULAR APRIL	52.45
ADP SCREENING & SELECTION	BACKGROUND CHECKS	323.26
WENDY L THIELEN	4/16/12 MILEAGE	76.35
	Total For Dept 171.00 MANAGER	880.45
Dept 191.00 ACCOUNTING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	84.26
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	19.97
MANER COSTERISAN	AUDIT FEES 2011	4,821.43
MANER COSTERISAN	ADDITIONAL RESEARCH	600.00
	Total For Dept 191.00 ACCOUNTING	5,525.66
Dept 215.00 CLERK		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	269.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	64.16
VERIZON WIRELESS	CELLULAR APRIL	51.95
DELHI TOWNSHIP TREASURER	NOTARY RENEWAL/FINCH	10.00
DELHI TOWNSHIP TREASURER	NOTARY BOND/FINCH	10.00
	Total For Dept 215.00 CLERK	405.18
Dept 228.00 INFORMATION TECHNOLOGY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	84.26
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	48.46
ROBERT L SCHAFER	DELL 1908 FPT MONITOR	69.95
APPLICATION SPECIALIST KO	ANTI SPAM 4/20-5/19/2012	270.00
VERIZON WIRELESS	CELLULAR APRIL	51.70
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	35.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	14.00
	Total For Dept 228.00 INFORMATION TECHNOLOGY	573.37

Dept 253.00 TREASURERS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	279.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	42.50
DELHI TOWNSHIP TREASURER	ALTERNATE SERVICE FOR KEVIN CAMP	20.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	45.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	45.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
DELHI TOWNSHIP TREASURER	REFRESHMENTS	30.00
Total For Dept 253.00 TREASURERS		537.23

Dept 257.00 ASSESSING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	363.98
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	69.27
DELHI TOWNSHIP TREASURER	MMAAO LUNCHEON	15.00
Total For Dept 257.00 ASSESSING		448.25

Dept 262.00 ELECTIONS		
DELHI TOWNSHIP TREASURER	HANDTRUCK FOR CLERK OFFICE	23.30
PRINTING SYSTEMS, INC.	3,000 AV APPS 5/8/12 ELECTION	464.13
Total For Dept 262.00 ELECTIONS		487.43

Dept 265.00 BUILDING & GROUNDS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	72.19
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	14.22
LANSING ICE & FUEL CO	GASOLINE BUILDING & GROUNDS	65.68
SAM'S CLUB DIRECT	409 SERFACE CLEANER/CSC	27.64
BISBEE INFRARED SERVICES	ELECTRICAL SCANS/CSC	475.00
SAFETY SYSTEMS, INC	CHECK/CLEAN DOOR STRIKE	105.00
VERIZON WIRELESS	POWERS CELLULAR APRIL	13.12
TDS METROCOM	LOCAL SERVICE APRIL	1,228.23
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	335.50
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	4,755.22
CONSUMERS ENERGY	GAS-2074 AURELIUS	858.20
ACE HARDWARE	ELECTRICAL BALLAST & WALLPLATE	21.58
E.D.S. IRRIGATION, LLC	OPEN RAIN GARDEN	55.00
Total For Dept 265.00 BUILDING & GROUNDS		8,026.58

Dept 276.00 CEMETERY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	118.32
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	23.32
LANSING ICE & FUEL CO	GASOLINE CEMETERY	102.17
GRANGER CONTAINER SERV	MONTHLY DUMPSTER SERVICE	65.00
VERIZON WIRELESS	CELLULAR APRIL	13.13
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	32.74
Total For Dept 276.00 CEMETERY		354.68

Dept 281.00 STORMWATER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	50.13
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	9.88
LANSING ICE & FUEL CO	GASOLINE STORMWATER	54.73
Total For Dept 281.00 STORMWATER		114.74

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS	12,998.38
DELHI TOWNSHIP TREASURER	RECORD 1 SIDEWALK EASEMENT	27.30
LANDSCAPE ARCHITECTS	CAMPUS ROAD SIDEWALK	875.00
	Total For Dept 446.00 INFRASTRUCTURE	<u>13,900.68</u>

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	727.97
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	135.58
LANSING ICE & FUEL CO	GASOLINE COMMUNITY DEVELOP	100.81
VERIZON WIRELESS	CELLULAR APRIL	216.04
TDS METROCOM	LOCAL SERVICE APRIL	103.04
OCE NORTH AMERICA DOC	COPY MACHINE METER CHARGES	55.72
HANES GEO COMPONENTS	APS SILTSTOP 745	975.00
HANES GEO COMPONENTS	SEDIMENT STOP	110.00
HANES GEO COMPONENTS	FREIGHT	55.00
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	<u>2,479.16</u>

Dept 752.00 PARKS ADMINISTRATION		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	89.90
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	45.90
HOLT PUBLIC SCHOOLS	YOUTH SOFTBALL/BASEBALL FLIERS	52.00
VERIZON WIRELESS	CELLULAR APRIL	115.92
TDS METROCOM	TELEPHONES/SENIOR CENTER	285.30
TDS METROCOM	LOCAL SERVICE APRIL	147.98
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	15.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	6.00
	Total For Dept 752.00 PARKS ADMINISTRATION	<u>758.00</u>

Dept 771.00 PARKS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	139.86
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	20.83
LANSING ICE & FUEL CO	GASOLINE PARKS	709.85
DEER CREEK SALES, INC	KOHLER PUSH MOWER/BLADE/SET	315.00
LANSING SANITARY SUPPLY	URINAL BLOCKS/TOWELS/ROLLS	62.32
ACE HARDWARE	(2) 9V BATTERIES	19.98
MODEL FIRST AID SAFETY	LEATHER PALM WORK GLOVES	167.88
AMERICAN RENTAL	PORTABLE TOILET	70.00
AMERICAN RENTAL	PORTABLE TOILET	70.00
GRANGER CONTAINER SERV	MONTHLY DUMPSTER SERVICE	150.00
MODEL COVERALL SERVICE	UNIFORM PANTS	65.07
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	17.25
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	17.25
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	36.75
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	41.00
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	45.56
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	155.18
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	560.00
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	20.66
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	29.43
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	95.24
MENARDS LANSING SOUTH	PVC PIPE/COUPLINGS/ADAPTERS/	63.18
E.D.S. IRRIGATION, LLC	OPEN CSC,VETS,PLAZA	130.50
E.D.S. IRRIGATION, LLC	OPEN CSC,VETS,PLAZA	354.00

E.D.S. IRRIGATION, LLC	OPEN CSC,VETS,PLAZA	181.00
BRADY LAWN EQUIPMENT	1 WHEEL GRINDER	74.50
BRADY LAWN EQUIPMENT	SCAG PAINT	15.50
SUPERIOR SAW	BAR/FAN HOUSING/PLUG/SLEEVE/	126.43
SUPERIOR SAW	1 BLADE	32.95
CARQUEST THE PARTS PLACE	OIL FILTER	3.21
CATHEY COMPANY	HOSE ASSY/HOSE	24.76
SPARTAN DISTRIBUTORS	1 SCREW/1 NUT/12 ROLLERS/FREIGHT	123.31
SPARTAN DISTRIBUTORS	19 FILTERS & FREIGHT	305.65
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	15.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	6.00
BOARD OF WATER & LIGHT	VALHALLA PAVILLION/RESTROOM	4,160.00
CONSUMERS ENERGY	UNDERGROUND ELECTRIC/VALHALL	6,525.50
CONSUMERS ENERGY	UNDERGROUND ELECT SERV/VALH	780.00
PARISH CORPORATION	VALHALLA PAVILLION/RESTROOM	79,906.00
	Total For Dept 771.00 PARKS	<u>95,636.60</u>

Dept 774.00 RECREATION		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	84.26
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	22.10
SAM'S CLUB DIRECT	EASTER BASKETS	39.96
ACE HARDWARE	40 KEYS	50.70
ACE HARDWARE	2 TWINE	17.98
DON LAMBIE	11 DOZ. MEN'S 44 CORE SOFTBALLS	429.00
TYLER JOHN BOREK	SOCCER OFFICIAL	50.00
GABRIELLE CORBIN	SOCCER OFFICIAL	50.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
ROBERT KRUEGER	SOCCER OFFICIAL	50.00
ANISSA MARTINEZ	SOCCER OFFICIAL	50.00
	Total For Dept 774.00 RECREATION	<u>944.00</u>

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE MAY	36.45
DBI BUSINESS INTERIORS	3 BOXES ADDRESS LABELS	70.47
DELHI TOWNSHIP TREASURER	POSTAGE REIMBURSEMENT	1.80
DELHI TOWNSHIP TREASURER	POSTAGE REIMBURSEMENT	0.26
PITNEY BOWES GLOBAL FINAN	FOLDING MACHINE LEASE	189.00
AFLAC	FSA FEE - APRIL	25.00
	Total For Dept 850.00 OTHER FUNCTIONS	<u>322.98</u>

Total For Fund 101 GENERAL FUND 133,816.49

Fund 206 FIRE FUND		
Dept 336.00 FIRE DEPARTMENT		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	1,535.17
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	84.26
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	196.93
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	18.27
BARYAMES CLEANERS	UNIFORM CLEANING	94.15
LANSING ICE & FUEL CO	GASOLINE FIRE	961.50
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	1,125.72
MOORE MEDICAL, LLC	MEDICAL SUPPLIES	293.16
BIO-CARE, INC.	MASK FIT TESTING	25.00
MANER COSTERISAN	AUDIT FEES 2011	1,071.43

VERIZON WIRELESS	CELLULAR APRIL	291.65
TDS METROCOM	LOCAL SERVICE APRIL	61.95
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	32.50
OVERHEAD DOOR CO OF LAN	REPLACE PHOTO EYE (T&M)	305.00
OVERHEAD DOOR CO OF LAN	INSTALL LIQ TIGHT CONDUIT-6 DOORS	800.00
OVERHEAD DOOR CO OF LAN	JST TROLLEY ASSEMBLY LABOR	239.04
ACE HARDWARE	STENCIL	2.99
INGHAM COUNTY ROAD COMM	WATTS LANE ROAD SIGN REPLACE	269.15
SAM'S CLUB DIRECT	DISH WASHER SOAP/FIRE DEPT	79.80
SAM'S CLUB DIRECT	LIQ LAUNDRY SOAP/FIRE DEPT	109.44
SAM'S CLUB DIRECT	FABRIC SOFTNER/FIRE DEPT	33.92
SAM'S CLUB DIRECT	FLOOR CLEANER/FIRE DEPT	38.56
Total For Dept 336.00 FIRE DEPARTMENT		<u>7,669.59</u>

Total For Fund 206 FIRE FUND 7,669.59

Fund 207 POLICE FUND

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT APRIL	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

FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	110.36
COMMUNICATIONS SERVICES	REPAIR MACOM P7100 RADIO	256.00
SWISSPHONE LLC	RADIO REPAIR & SHIPPING	35.56
MANER COSTERISAN	AUDIT FEES 2011	229.59
MICHIGAN STATE FIREMEN'S ASS	2012 MICHIGAN WEEKEND REGISTRATI	640.00
Total For Dept 339.00 EQUIPMENT & APPARATUS		<u>1,271.51</u>

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 1,271.51

Fund 225 WATER IMPROVEMENT FUND

Dept 536.00 ADMINISTRATION & CONSTRUCTION

MANER COSTERISAN	AUDIT FEES 2011	229.59
Total For Dept 536.00 ADMINISTRATION & CONSTRUCTION		<u>229.59</u>

Total For Fund 225 WATER IMPROVEMENT FUND 229.59

Fund 243 BROWNFIELD REDEVELOPMENT AUTH

Dept 733.00 BROWNFIELD ADMINISTRATION

FOSTER, SWIFT, COLLINS	LEGAL FEES MARCH	1,770.00
MANER COSTERISAN	AUDIT FEES 2011	229.59
Total For Dept 733.00 BROWNFIELD ADMINISTRATION		<u>1,999.59</u>

Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTH 1,999.59

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	84.26
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	28.05
FOSTER, SWIFT, COLLINS	LEGAL FEES MARCH	90.00
MANER COSTERISAN	AUDIT FEES 2011	1,530.61
WOLVERINE ENGINEERS	SURVEY HOLT RD & HOLLOWAY	60.00
VERIZON WIRELESS	CELLULAR APRIL	13.13
TDS METROCOM	LOCAL SERVICE APRIL	192.96
HELEN C HARRISON	1/23-4/26/2012 MILEAGE	69.93
MID-AMERICA ECON DEVEL	BEST PRACTICES CONFERENCE	425.00
Total For Dept 728.00 DDA ADMINISTRATION		<u>2,493.94</u>

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	11,200 APRIL 2012 OUR TOWN	14,061.25
CHARLES GRINNELL	34.5 HOURS @ \$22	759.00
ACE HARDWARE	FIBERGLASS LADDER & 12 BOLTS	287.87
MICHIGAN COMPANY	2 CS ALL PURPOSE CLEANER	104.41
MID-MICHIGAN BUSINESS SOL	2 BANNERS/2 CORAPLAS SIGNS	332.00
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	15.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	6.00
SAM'S CLUB DIRECT	TOILET PAPER/PAPER TOWEL	46.10
BLOHM CREATIVE PARTNERS	MARCH WEB MAINTENANCE & HOST	795.00
BLOHM CREATIVE PARTNERS	BIZ BUZZ WEBSITE REVISION	381.25
Total For Dept 729.00 DDA MARKETING & PROMOTION		<u>16,787.88</u>

Dept 850.00 OTHER FUNCTIONS

DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	126.34
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	24.90
LANSING ICE & FUEL CO	GASOLINE DDA	102.17
GRANGER CONTAINER SERV	MONTHLY DUMPSTER SERVICE	130.00
CONSUMERS ENERGY	ELECTRIC-2004 AURELIUS	81.81
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	816.88
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	115.74
CONSUMERS ENERGY	ELECTRIC-2228 AURELIUS	154.32
CONSUMERS ENERGY	ELECTRIC-2116 CEDAR	312.16
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	81.69
CONSUMERS ENERGY	ELECTRIC-3970 HOLT	129.67
CONSUMERS ENERGY	ELECTRIC-4115 HOLT	240.64
CONSUMERS ENERGY	GAS-2150 CEDAR	81.21
CONSUMERS ENERGY	GAS-2045 CEDAR	147.91
SIMON ROOFING	ROOF REPAIR/1465 CEDAR	650.00
WINGFOOT COMMERCIAL TIRE	RECAP FRONT STEER TIRE	403.94
SAFETY SYSTEMS, INC	2011 TAX ASSESSMENT	38.14
Total For Dept 850.00 OTHER FUNCTIONS		<u>3,637.52</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	<u><u>22,919.34</u></u>
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Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

BURTON, TANYA	Basic Service Charge	16.65
FRAYER, JANET	Basic Service Charge	17.00
HIBBLEN, NORMA	Basic Service Charge	13.00
MEAD, JASON & CARLA	Sewer Usage	55.25

ONE SOURCE REALTY	Basic Service Charge	13.00
RIDGELL, ROCHELLE	Basic Service Charge	17.05
ROBERTS, TERENCE & HELEN	Basic Service Charge	30.00
RYAN, SHANELLE	Sewer Usage	18.98
RYAN, STEVEN R	Sewer Usage	51.50
SWITZER, KYLE & AUTUMN	Basic Service Charge	30.00
WESTRIDGE HOMES	Basic Service Charge	26.00
Total For Dept 000.00		288.43

Dept 548.00 ADMINISTRATION & OVERHEAD		
HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE MAY	20.25
MANER COSTERISAN	AUDIT FEES 2011	6,887.76
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		6,908.01

Dept 558.00 DEPT OF PUBLIC SERVICE		
DELTA DENTAL PLAN OF	DENTAL INSURANCE MAY	1,638.39
HARTFORD LIFE INSURANCE	LIFE INSURANCE MAY	322.88
LANSING ICE & FUEL CO	GASOLINE DPS	1,499.73
BARYAMES CLEANERS	UNIFORM DRYCLEANING	52.20
MODEL COVERALL SERVICE	STAFF UNIFORMS	80.61
MODEL COVERALL SERVICE	STAFF UNIFORMS	91.82
MODEL COVERALL SERVICE	STAFF UNIFORMS	80.61
MODEL COVERALL SERVICE	STAFF UNIFORMS	91.82
CAPITOL COMMUNICATION SYST	REPAIR & CLEAN PRINTER/POTW	130.00
AIRGAS USA, LLC	CYLINDER RENTAL	129.46
GRAINGER	STRAP WRENCH/POTW	75.05
SAM'S CLUB DIRECT	12 VOLT JUMP PACK/DPS	99.76
SAM'S CLUB DIRECT	WD40 3PK/DPS	19.96
FISHER SCIENTIFIC	ZOBELL (ORP) 125ML SOLUTION	28.19
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	855.00
ALEXANDER CHEMICAL CORP	CREDIT	(225.00)
PVS NOLWOOD CHEMICALS	CALCIUM NITRATE (0.199 LBS)	9,981.84
ALS LABORATORY GROUP	EFFLUENT COPPER	280.00
ALS LABORATORY GROUP	IPP - 1914 HOLLOWAY	555.00
MODEL FIRST AID SAFETY	LEATHER PALM WORK GLOVES	2,014.56
UNITED PARCEL SERVICE	SHIPPING CHARGES	91.34
UNITED PARCEL SERVICE	CONTRACTUAL SERVICES	170.29
UNITED PARCEL SERVICE	SHIPPING CHARGES	81.82
GAWNE TRUCKING, INC.	HAULED-LAND APPLIED BIOSOLIDS	30,423.68
GRANGER CONTAINER SERV	30 YD OPEN TOP DUMPSTER	390.00
GRANGER CONTAINER SERV	MONTHLY DUMPSTER SERVICE	201.21
VERIZON WIRELESS	CELLULAR APRIL	315.83
TDS METROCOM	LOCAL SERVICE APRIL	458.07
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	72.00
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	134.80
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	206.00
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,159.76
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	61.80
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	132.98
CONSUMERS ENERGY	ELECTRIC-4280 DELL	501.89
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	516.85
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	107.09
CONSUMERS ENERGY	GAS-3505 HOLT	26.26
CONSUMERS ENERGY	GAS-2481 DELHI COMM	19.26

CONSUMERS ENERGY	GAS-4280 DELL	75.95
CONSUMERS ENERGY	GAS-1490 AURELIUS	71.85
CONSUMERS ENERGY	GAS-1492 AURELIUS	149.02
CONSUMERS ENERGY	GAS-1492 AURELIUS #A	80.05
ACE HARDWARE	2 BOXES OF TRASH BAGS	29.98
ACE HARDWARE	6 BOLTS/#8	3.51
ACE HARDWARE	3 TRASH BAGS	29.97
LOWE'S CREDIT SERVICES	(2) EUREKA AIRSPEED VACUUMS	299.98
LOWE'S CREDIT SERVICES	LACQUER THINNER/TOLIET FLAPPER	191.58
SAM'S CLUB DIRECT	600VA BACKUP/SIEMENS PANEL	64.87
SAM'S CLUB DIRECT	CENTER PULL DISPENSER/DPS	37.84
SAM'S CLUB DIRECT	FLOOR CLEANER/DPS	19.28
SAM'S CLUB DIRECT	POWER WASHER/DPS	78.96
SAM'S CLUB DIRECT	MOP HEAD POTW/DPS-MAINT	59.28
SAM'S CLUB DIRECT	COTTON MOP HEAD/DPS	47.28
SAM'S CLUB DIRECT	LIQ LAUNDRY SOAP/DPS	82.08
SAM'S CLUB DIRECT	33 BY 40 CAN LINER/DPS	89.12
SAM'S CLUB DIRECT	NON-ACID BOWL CLEANER	17.92
SAM'S CLUB DIRECT	HOUSEHOLD BLEACH 3PK/DPS	128.10
DU BOIS-COOPER ASSOCIATES	MAGNETIC PICK-UP	312.50
DU BOIS-COOPER ASSOCIATES	PICK-UP BRACKET	18.15
DU BOIS-COOPER ASSOCIATES	ROTARY ENCODER COLLAR	206.45
ACE HARDWARE	5 BOLTS	12.25
MICHIGAN PIPE & VALVE	BOLT KIT AND GASKET SET	26.00
MICHIGAN PIPE & VALVE	FLANG GASKET	3.00
ALRO STEEL CORPORATION	3"X.144X8' STAINLESS PIPE	210.00
APPLIED INDUSTRIAL TECH.	6203-2ZJEM BEARINGS	135.00
APPLIED INDUSTRIAL TECH.	6205-2ZJEM BEARING	217.92
APPLIED INDUSTRIAL TECH.	6206-2ZJEM BEARING	120.30
APPLIED INDUSTRIAL TECH.	SHIPPING	44.84
ARGUS-HAZCO	REFILLABLE CO2 CYLINDER	300.00
ARGUS-HAZCO	CO2 GAS	400.00
ARGUS-HAZCO	SHIPPING	42.18
CATHEY COMPANY	15' PF 10" DISCHARGE HOSE	251.41
M TECH COMPANY	228-MCOO9 WEARSTRIP SIDE	292.70
M TECH COMPANY	228MC223 LIFTING LOOP	21.90
M TECH COMPANY	228MC206 TRACK CLEAT	50.40
M TECH COMPANY	228097790 CLEAT POP RIVIT	20.50
M TECH COMPANY	228CS054 3/16 HEX BALL T WRENCH	14.58
M TECH COMPANY	228940207 CHAIN LUBE AEROSOL	79.77
M TECH COMPANY	228HW774 PAN SCREWS 6-32X3/8	7.08
M TECH COMPANY	228439986 O-RING	36.71
M TECH COMPANY	228MC208 TRACK ASSEMBLY	1,865.68
M TECH COMPANY	228712961 CARTRIDGE HPL8	622.68
M TECH COMPANY	228EL204 LIGHTING BULBS	147.96
M TECH COMPANY	228HW227 SCREW PAN 4-40BY1/4	11.28
M TECH COMPANY	228CP115 RETAINING CLIP	9.96
M TECH COMPANY	228HW505 O-RING 2-022 SILICONE 60	28.68
M TECH COMPANY	228CP067 SPACER FOR P&T LIGHT	9.56
M TECH COMPANY	228OP201 LAMP PLATE ASSY	267.84
M TECH COMPANY	228CP107 GASKET LAMP PLATE P&T	32.56
M TECH COMPANY	228100105 NUT HEX STEEL 2-56	1.40
M TECH COMPANY	228101120 SCREW,SET,1083281/4	21.96
M TECH COMPANY	228730035 CONNECTOR 2-PIN HPL8+	243.34

M TECH COMPANY	228305073 O-RING 2-014 SILOCONE	27.42
M TECH COMPANY	228MC210 CLAMP WORN (MD) F/	67.80
M TECH COMPANY	228712484 SCREW 6X32X1/2 PHIL	3.30
M TECH COMPANY	228120810 PIN HITCH 3/8X4 3/4 INV	17.60
M TECH COMPANY	999-HANDLING CHARGE	7.95
M TECH COMPANY	000SHIPPING CHARGE	20.21
WINGFOOT COMMERCIAL TIRE	RECAP REAR DRIVE TIRE	481.94
WINGFOOT COMMERCIAL TIRE	SHOP SUPPLIES	11.50
PURE GREEN LAWN & TREE	5961 MCCUE ROAD/DPS-POTW	240.00
PURE GREEN LAWN & TREE	WAVERLY-HOLT LS/DPS	79.00
PURE GREEN LAWN & TREE	5961 MCCUE ROAD/DPS-POTW	240.00
AYLES TREE SERVICE, INC	PLANTED 1 LOCUST & 2 PEAR TREES	375.00
ALTA EQUIPMENT COMPANY	CREDIT	(24.19)
ALTA EQUIPMENT COMPANY	CHARGING SYS REPAIR AND PM/SER	475.12
BISBEE INFRARED SERVICES	ELECTRICAL SCANS/DPS	475.00
J & D REPAIR	REPAIR DECK MOTOR EXHAUST/UNIT	258.50
CARQUEST THE PARTS PLACE	FUEL FILTERS/FUSES/WIPER BLADE	113.04
ADP SCREENING & SELECTION	BACKGROUND CHECKS	277.48
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	15.00
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	15.00
SAM'S CLUB DIRECT	SAMS MEMBERSHIP FEE	15.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	6.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	6.00
SAM'S CLUB DIRECT	SAMS SERVICE FEE	6.00
MICHIGAN RURAL WATER	2012 MEMBERSHIP DUES	675.00
STATE OF MICHIGAN	CERTIFICATE C,D RENEWAL/BRYANT	95.00
STATE OF MICHIGAN	CERTIFICATE C,D RENEWAL/BOLLEY	95.00
STATE OF MICHIGAN	CERTIFICATE B,C,D RENEWAL/RANES	95.00
SUPERIOR INDUSTRIAL SALES	REMOTE START GENERATOR	6,785.00
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	<u>72,470.64</u>
	Total For Fund 590 SEWAGE DISPOSAL SYSTEM	<u><u>79,667.08</u></u>
Fund 701 TRUST & AGENCY FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	TRAILER PARK FEES MARCH	2,147.50
AFLAC	FSA FEE - APRIL	25.00
CENTENNIAL ESTATES	REFUND ESCROW BALANCE	9,250.00
DCL DEVELOPMENT	REFUND ESCROW BALANCE	20.00
	Total For Dept 000.00	<u>11,442.50</u>
	Total For Fund 701 TRUST & AGENCY FUND	<u><u>11,442.50</u></u>
	Total For All Funds:	<u><u>449,380.35</u></u>

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated May 10, 2012**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 103698 through 103743 & direct deposits numbers: DD13549 through DD13626. 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: May 10, 2012

Steven R. Kirinovic, CPA

II. Payroll Report

The May 10, 2012 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$69,956.08	\$18,972.74	\$50,983.34
Fire Dept. Fund	41,895.03	12,596.45	\$29,298.58
DDA	7,101.69	2,801.18	\$4,300.51
Sewer Fund/Receiving	38,522.08	10,410.86	\$28,111.22
Total Payroll	\$157,474.88	\$44,781.23	\$112,693.65
	Township FICA	Township RHS & Pension Plan & H.S.A.	Total Deductions & TWP Liabilities
General Fund	\$4,878.47	\$5,687.37	\$29,538.58
Fire Dept. Fund	3,148.10	2,593.38	18,337.93
DDA	451.33	473.92	3,726.43
Sewer Fund/Receiving	2,773.13	3,153.37	16,337.36
Total Payroll	\$11,251.03	\$11,908.04	\$67,940.30

Steven R. Kirinovic, CPA

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on May 10, 2012 and identified as follows:

05/10 Net Pay Disbursement in Common Savings (\$112,693.65)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on May 15, 2012, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated May 10, 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: May 10, 2012

RE: Audited Financial Statements for Fiscal Year ending December 31, 2011

Enclosed for your review and consideration are the audited Financial Statements for Fiscal Year ending December 31, 2011.

Our Auditors, Maner Costerisan, will make a formal presentation to the Township Board at the May 15, 2012 meeting and respond to any questions.

RECOMMENDED MOTION:

To accept Delhi Charter Township's audited Financial Statements for Fiscal Year ending December 31, 2011.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 7, 2012

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

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

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

Therefore, I recommend the Board accept the lowest responsive bid from Fisher Scientific Company in the total amount of \$26,369.16.

RECOMMENDED MOTION:

To approve the Publicly Owned Treatment Works (POTW) expenditure for laboratory supplies from Fisher Scientific Company in the amount of \$26,369.16.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES
SUBJECT: POTW – LABORATORY SUPPLIES
DATE: MAY 2, 2012
COPY TO: JEFF RANES, FILE



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

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

Laboratory supplies, sample tubing, and gloves are budgeted items and funds are available in the Department of Public Services Laboratory Supplies Account Number 590-558.00-742.000, Other Operating Expenses Account Number 590-558.00-741.000, and Safety Equipment Supplies Account Number 590-558.00-775.003.

I respectfully request that you recommend to the Board a motion to approve an expenditure of \$19,629.55 for laboratory supplies, \$2,686.25 from other operating expenses, and \$4,053.36 for safety equipment and supplies from Fisher Scientific; for a total purchase price of \$26,369.16.

2012 LABORATORY SUPPLIES ORDER
Delhi Charter Township POTW

Quantity	Unit	Catalog number	Fisher Description	Fisher		VWR		NCL	
				Bid	Extended	Bid	Extended	Bid	Extended
1	case	A300-S212	Acid, Sulfuric, 2.5L, 6/case	\$ 145.48	\$ 145.48	\$ 377.28	\$ 377.28	\$ 230.00	\$ 230.00
1	case	02-591-10G	Beakers, 1000ml, Nalgene (1201-1000) 3/pk, 4pk/cs	\$ 100.71	\$ 100.71	\$ 161.87	\$ 161.87	\$ 120.00	\$ 120.00
2	roll	12-007-106	Bench Liner 30"X 50' Nalgene	\$ 37.81	\$ 75.62	\$ 343.32	\$ 343.32	\$ 261.10	\$ 522.20
4	pack	NC9574781	BOD Nutrient powder pillows Hach No. 2436466	\$ 37.59	\$ 150.36	\$ 30.65	\$ 122.60	\$ 29.45	\$ 117.80
1	case	02-926-8	Bottles, BOD, 300 ml, Wheaton #22749701G, 24/case	\$ 214.68	\$ 214.68	\$ 336.70	\$ 336.70	\$ 213.00	\$ 213.00
1	pack	02-893-4F	Bottle, LDPE, 1 oz, wide mouth, 12/pack	\$ 15.80	\$ 15.80	\$ 46.25	\$ 46.25	\$ 32.50	\$ 32.50
1	pack	02-924-6D	Bottle, LDPE, 8 oz, narrow mouth, 12/pack	\$ 21.62	\$ 21.62	\$ 55.13	\$ 55.13	\$ 42.50	\$ 42.50
1	case	02-893-5E	Bottle, LDPE, 16 oz, wide mouth, 12/pack, 4pk/cs	\$ 127.33	\$ 127.33	\$ 217.15	\$ 217.15	\$ 153.00	\$ 153.00
2	case	02-893-5F	Bottle, LDPE, 32 oz, wide mouth, 6/pack, 4pk/cs	\$ 112.71	\$ 225.42	\$ 198.05	\$ 396.10	\$ 140.00	\$ 280.00
2	case	02-912-313	Bottles, Glass, Fisherbrand, 32oz	\$ 58.33	\$ 116.66	\$ 67.72	\$ 135.44	\$ 225.00	\$ 450.00
3	each	03-570A	Brush, Flexible handle 12"	\$ 5.63	\$ 16.89	\$ 64.77	\$ 194.31	\$ 16.50	\$ 49.50
1	pack	03-541-5	Brush, heavy-duty, wooden handle, 16" length, 12/pk	\$ 137.14	\$ 137.14	\$ 142.65	\$ 142.65	\$ 400.00	\$ 400.00
2	each	1501-1	Buffer, pH-4, 4 liter	\$ 26.38	\$ 52.76	\$ 133.43	\$ 266.86	\$ 23.50	\$ 47.00
2	each	1551-1	Buffer, pH-7, 4 liter bottle	\$ 26.37	\$ 52.74	\$ 134.13	\$ 268.26	\$ 23.50	\$ 47.00
2	each	1601-1	Buffer, pH10, 4 liter	\$ 26.20	\$ 52.40	\$ 131.83	\$ 263.66	\$ 23.50	\$ 47.00
4	case	02-961-10A	Carboy w/o spigot 9L 6/cs	\$ 273.71	\$ 1,094.84	\$ 418.83	\$ 1,675.32	\$ 310.00	\$ 1,240.00
2	case	02-963BB	Carboy, w/spigot, Nalgene, 20L w/Spiggot (2318-0050) 4/case	\$ 377.03	\$ 754.06	\$ 614.66	\$ 1,229.32	\$ 417.50	\$ 835.00
4	each	02-963AA	Carboy, w/spigot, Nalgene, 4L (2318-0010) 4/case	\$ 73.00	\$ 292.00	\$ 180.88	\$ 723.52	\$ 62.00	\$ 248.00
2	pack	22-026-339	COD Digestion vials, 3 - 150 mg/L, 150/Pk	\$ 256.68	\$ 513.36	\$ 203.00	\$ 406.00	\$ 196.00	\$ 392.00
4	each	NC9774223	Core Pro Sr. sampler 15ft, USA Blue Book # 71475	\$ 129.35	\$ 517.40	No Bid		\$ 175.00	\$ 700.00
1	pack	14-385-904C	Cell, Quartz, Fisherbrand, w/PTFE cover, 10mm, 3ml	\$ 377.46	\$ 377.46	\$ 251.91	\$ 1,007.64	\$ 858.00	\$ 858.00
1	case	14-955-114A	Containers, Multipurpose, Specimrn storage, w/lid 4oz, 300/cs	\$ 82.59	\$ 82.59	\$ 114.96	\$ 114.96	\$ 105.00	\$ 105.00
2	pack	12-548C	Cover glass Fisherfinest 125/pk	\$ 9.21	\$ 18.42	\$ 21.68	\$ 43.36	\$ 38.00	\$ 76.00
2	case	08-572-5D	Cylinder, graduated, plastic, 100mL, 12/Cs	\$ 180.00	\$ 360.00	\$ 257.08	\$ 514.16	\$ 191.00	\$ 382.00
2	each	08-572-5G	Cylinder, graduated, plastic, 1000mL, 6/cs	\$ 44.90	\$ 89.80	\$ 102.00	\$ 204.00	\$ 205.00	\$ 410.00
6	each	14-242-10	Dipper, Polyethylene, Fisherbrand 500ml	\$ 60.85	\$ 365.10	\$ 126.74	\$ 760.44	\$ 170.00	\$ 1,020.00
14	pack	09-720-501	Dishes, petrie, plastic w/pad, 47mm, sterilized, 150/pack	\$ 48.34	\$ 676.76	\$ 47.39	\$ 995.19	\$ 42.00	\$ 588.00
3	case	08-690C	Dish, evaporating porcelain, Coors #60198, 80 ml, 24/case	\$ 289.22	\$ 578.44	\$ 227.45	\$ 682.35	\$ 182.00	\$ 546.00
4	pack	08-594-14A	Desiccant, Disposable, Cartridges, 6/pack	\$ 45.02	\$ 180.08	\$ 53.86	\$ 215.44	\$ 41.00	\$ 164.00
4	each	13-299-81	Membrane Electrolyte Module	\$ 58.67	\$ 234.68	\$ 72.89	\$ 291.56	\$ 60.00	\$ 240.00
2	pack	14-660-103	Membrane kit, for YSI model 550A DO probe	\$ 46.80	\$ 93.60	\$ 54.00	\$ 108.00	\$ 46.00	\$ 92.00
1	each	13-642-263	Electrode, ammonia, Orion # 9512BN, w/BNC	\$ 510.46	\$ 510.46	\$ 644.91	\$ 644.91	\$ 517.50	\$ 517.50
2	each	13-642-274	Electrode, chlorine, Orion # 9770BN	\$ 486.33	\$ 972.66	\$ 626.68	\$ 1,253.36	\$ 522.00	\$ 1,044.00
2	each	13-642-560	Electrode, pH, Orion # 9206BN	\$ 113.45	\$ 226.90	\$ 146.80	\$ 293.60		
35	pack	09-873BB	Filter (Whatman 1827-032), 100/pack	\$ 24.42	\$ 854.70	\$ 31.09	\$ 1,088.15	\$ 25.00	\$ 875.00
8	pack	09-805-G	Filter, paper, Whatman, 15cm 100/pk	\$ 16.70	\$ 133.60	\$ 20.72	\$ 165.76	\$ 17.00	\$ 136.00
8	pack	09-805-H	Filter, paper, Whatman, 18.5cm 100/pk	\$ 23.27	\$ 186.16	\$ 28.86	\$ 230.88	\$ 23.00	\$ 184.00
4	pack	09-719-555	Filter, membrane, 0.45 micron, 600/pack	\$ 173.78	\$ 695.12	\$ 141.50	\$ 1,698.00	\$ 299.00	\$ 1,196.00
3	pack	10-090B	Flask, erlenmeyer, 250 ml, Pyrex, heavy duty, wide mouth, 12/pack	\$ 53.66	\$ 160.98	\$ 73.83	\$ 221.49	\$ 48.20	\$ 144.60
6	each	10-310-91	Flask Kimax 100ml square volumetric,	\$ 34.29	\$ 205.74	\$ 46.26	\$ 277.56	\$ 37.00	\$ 222.00
1	pack	S76108BD-ND	Flask, Filtering, tubulation 500ml 6/pk	No Bid		\$ 104.41	\$ 104.41		
2	pack	10-348C	Funnel, Powder, Fisher brand, 6/pack	\$ 29.08	\$ 58.16	\$ 51.01	\$ 102.02	\$ 4.25	\$ 51.00
1	each	NC9166412	Gasket, Door, Market Forge Autoclave, Model STME	\$ 54.57	\$ 54.57	\$ 50.78	\$ 50.78	\$ 75.00	\$ 75.00
6	case	19-120-2415D	Gloves Best N-Dex 6005PFLG 100/pk, 20pk/cs	\$ 244.58	\$ 1,467.48	\$ 458.51	\$ 2,751.06	\$ 260.00	\$ 1,560.00
6	case	19-120-2415E	Gloves Best N-Dex 6005PFXLG 100/pk, 20pk/cs	\$ 244.58	\$ 1,467.48	\$ 458.51	\$ 2,751.06	\$ 260.00	\$ 1,560.00
8	case	19-130-3714D	Gloves, latex, powder free, Ultra 1, 50/pack, XL, 1000/case	\$ 139.80	\$ 1,118.40	\$ 285.71	\$ 4,571.36	\$ 130.00	\$ 1,040.00
3	each	04-334-1	Labsolutions, Liquid Detergent, 1gal	\$ 107.32	\$ 321.96	\$ 110.00	\$ 330.00	\$ 100.00	\$ 300.00

Quantity	Unit	Catalog number	Fisher Description	Fisher		VWR		NCL	
				Bid	Extended	Bid	Extended	Bid	Extended
3	each	04-334-2	Labsolutions, Neutral Acid Rinse, 34oz	\$ 19.97	\$ 59.91	\$ 22.00	\$ 66.00	\$ 20.00	\$ 60.00
1	each	NC9394094	Lamp Replacement Kit, DR2010 Spectrophotometer (Hach 4664400)	\$ 180.00	\$ 180.00	No Bid		\$ 191.25	\$ 191.25
1	each	M33-500	Magnesium Chloride Hexahydrate, 500g	\$ 45.37	\$ 45.37	\$ 53.03	\$ 53.03	\$ 78.00	\$ 78.00
2	pack	12-550-A3	Microscope slides, Fisherbrand, 75X25mm	\$ 17.11	\$ 34.22	\$ 38.95	\$ 38.95	\$ 36.50	\$ 73.00
39	pack	MHA000P2F	MFC Fecal Coli, 2ml, PL, AMP, 50/pack (released 3 pk/month)	\$ 55.70	\$ 2,172.30	No Bid		\$ 60.50	\$ 2,359.50
1	pack	04-345-20	Nacromix, Reagent, 10/pk	\$ 94.29	\$ 94.29	\$ 184.73	\$ 184.73		
1	each	NC9115485	Nitrification Inhibitor, Hach brand, 500g	\$ 148.00	\$ 148.00	\$ 148.00	\$ 148.00	\$ 140.00	\$ 140.00
2	case	11-382-33B	Pipet, class A, volumetric, 0.2ml, 12/case	\$ 70.38	\$ 140.76	\$ 73.96	\$ 147.92	\$ 158.00	\$ 316.00
1	case	13-650-2B	Pipet, class A, volumetric, 1ml, 12/case	\$ 60.68	\$ 60.68	\$ 145.48	\$ 145.48	\$ 102.00	\$ 102.00
1	case	13-650-2C	Pipet, class A, volumetric, 2ml, 12/case	\$ 61.29	\$ 61.29	\$ 145.48	\$ 145.48	\$ 102.00	\$ 102.00
1	case	13-650-2E	Pipet, class A, volumetric, 4ml, 12/case	\$ 62.26	\$ 62.26	\$ 145.48	\$ 145.48	\$ 102.00	\$ 102.00
1	case	13-650-2F	Pipet, class A, volumetric, 5ml, 12/case	\$ 60.68	\$ 60.68	\$ 144.35	\$ 144.35	\$ 102.00	\$ 102.00
1	case	13-650-2L	Pipet, Pyrex, class A, volumetric, 10ml, 12/case	\$ 65.99	\$ 65.99	\$ 159.70	\$ 159.70	\$ 114.00	\$ 114.00
1	case	13-650-2M	Pipet, Pyrex, class A, volumetric, 15ml, 12/case	\$ 121.27	\$ 121.27	\$ 219.16	\$ 219.16	\$ 156.00	\$ 156.00
2	case	13-650-2n	Pipet, Pyrex, class A, volumetric, 20ml, 12/case	\$ 130.11	\$ 260.22	\$ 237.48	\$ 237.48	\$ 165.00	\$ 330.00
1	case	13-671-108C	Pipet, fisher, serological, wide, 5mL Lg tip, 12/case	\$ 113.83	\$ 113.83	\$ 166.87	\$ 166.87	\$ 135.00	\$ 135.00
1	case	13-671-108D	Pipet, fisher, serological, wide, 10mL Lg tip, 12/case	\$ 112.18	\$ 112.18	\$ 171.20	\$ 171.20	\$ 145.00	\$ 145.00
20	each	13-681-51	Pipet bulbs	\$ 9.92	\$ 198.40	\$ 36.02	\$ 720.40	\$ 12.00	\$ 240.00
3	each	13-683A	Pipette Pump, filler/dispenser 0.2 mL	\$ 15.83	\$ 47.49	\$ 26.95	\$ 80.85	\$ 20.70	\$ 62.10
2	each	13-642-601	Probe, Dissolved oxygen, w/BNC connector (Orion 970899WP)	\$ 971.45	\$ 1,942.90	\$ 1,253.38	\$ 2,506.76	\$ 1,035.00	\$ 2,070.00
8	each	13-641-854	Reagent, acid, chlorine test, Orion #977011, 475 ml	\$ 72.11	\$ 576.88	\$ 79.98	\$ 639.84	\$ 65.00	\$ 520.00
15	each	13-641-823	Reagent, iodide, chlorine test, Orion #977010, 250 ml total, 5/box	\$ 83.07	\$ 1,246.05	\$ 93.14	\$ 1,397.10	\$ 78.00	\$ 1,170.00
3	each	13-641-824	Standard, Residual chlorine, 475ml	\$ 69.34	\$ 208.02	\$ 79.98	\$ 239.94	\$ 67.00	\$ 201.00
3	each	13-641-924C	Standard, Ammonia, 1000ppm, 475ml	\$ 60.24	\$ 180.72	\$ 70.86	\$ 212.58	\$ 59.00	\$ 177.00
20	each	14-513-98	Stir Bars, Fisherbrand, micro 1/8" x 1/2"	\$ 2.32	\$ 46.40	\$ 10.08	\$ 201.60	\$ 8.00	\$ 160.00
10	each	14-512-126	Stir bars, 1", Fisher	\$ 2.34	\$ 23.40	\$ 4.98	\$ 49.80	\$ 5.00	\$ 50.00
10	each	14-512-127	Stir bars, magnetic, 3/8" x 2 1/2"	\$ 2.96	\$ 29.60	\$ 9.71	\$ 97.10	\$ 10.00	\$ 100.00
1	each	8450-16	Thymolphthalein, 0.05% in ethanol, 500 ml, poly bottle	\$ 20.68	\$ 20.68	\$ 31.82	\$ 31.82		
3	each	15-186	Tongs, stainless steel	\$ 14.35	\$ 43.05	\$ 47.17	\$ 141.51	\$ 12.00	\$ 36.00
15	pack	14-169-15G	Tubing, AXH00017 PTFE .375OD X .250 ID X 50ft (VWR # 63014-915)	\$ 99.73	\$ 1,495.95	\$ 349.84	\$ 5,247.60		
10	case	19-014-865	WypAll, Kimberly-Clark, X80 towels 50/bx, 4bx/cs	\$ 30.78	\$ 307.80	\$ 46.97	\$ 469.70	\$ 28.00	\$ 280.00
			Shipping						
			Hazardous material charge		\$ 22.50				
			Integrity packaging fee		\$ 12.00				
			Fuel surcharge		\$ 5.50				
			Total		\$ 26,369.16		\$ 43,043.67		\$ 29,124.45

DELHI CHARTER TOWNSHIP

M E M O R A N D U M

TO: Delhi Township Board Members
FROM: John B. Elsinga, Township Manager
DATE: May 9, 2012
RE: Collective Bargaining Agreement – IAFF Local 4359

Enclosed for your review and approval is the Collective Bargaining Agreement (CBA) for the Delhi Professional Firefighters Association, IAFF Local 4359.

This is the second CBA for the employees in the Fire Department since the bargaining unit was formed in 2004. The bargaining unit consists of 9 firefighter/paramedics and 3 Lieutenant/Shift Supervisors.

This CBA is effective through December 31, 2014 and incorporates several changes with respect to wages, hours, and other terms and conditions of employment. The most significant of those pertain to employer rights, overtime and overtime premium pay, open shifts and callbacks, accrual and use of compensatory time, the grievance procedure, job classification and cost of living increases. Health care, dental, pension and retiree benefits have been and continue to mirror those of all other full-time employees.

I believe this CBA represents a fair and workable relationship between the parties and is the result of effective negotiations and bargaining in good faith by both the union and management. Therefore, I recommend the Township Board approve the same.

RECOMMENDED MOTION:

To approve the Collective Bargaining Agreement between Delhi Charter Township and the Delhi Professional Firefighters Association, IAFF Local 4359, effective January 1, 2012 and expiring December 31, 2014.

AGREEMENT

Between

DELHI CHARTER TOWNSHIP

AND

**DELHI PROFESSIONAL
FIREFIGHTERS ASSOCIATION
IAFF LOCAL 4359**

January 1, 2012

To

December 31, 2014

AGREEMENT

This **AGREEMENT**, made and entered into this _____, by and between the Charter Township of Delhi (hereinafter referred to as the “**EMPLOYER**”) and the Delhi Professional Firefighters Association IAFF Local 4359 (hereinafter referred to as the “**UNION**”).

WITNESSETH:

That the parties hereto, in consideration of the mutual covenants and agreements hereinafter contained, do hereby agree as follows:

ARTICLE 1 **PURPOSE**

The parties hereto have entered into this Agreement for the purposes of collective bargaining with respect to wages, hours of employment, and other terms and conditions of employment.

The parties further promote harmonious relations between the Employer and the Union, and the establishment of an equitable and peaceful procedure for the resolution of differences.

This Agreement, entered into by the parties, has as its general purpose to promote the mutual interests of the Employer and the Union and to provide for the operation of the services provided by the Employer under methods which will further, to the fullest extent possible, the safety of the employees, economy and efficiency of operation, elimination of waste, realization of maximum quantity and quality of output, cleanliness and protection of property, and avoidance of interruptions to production.

The Agreements concerning wages, hours, working conditions, and statement of wage and fringe benefits expressed in this Agreement shall be the sole and exclusive source of any and all employee benefits for those employees covered by this Agreement and shall be in lieu of any or all benefits expressed in any other document or statement of the Employer without limit or exception.

ARTICLE 2 **RECOGNITION**

Section 2.1 Bargaining Unit. Pursuant to the provisions of Act 379 of the Public Acts of 1965, as amended, the Employer hereby recognizes the Union as the exclusive representative for the purpose of collective bargaining for all employees of the Employer included in the bargaining unit described below:

All full-time Fire Fighters/Paramedic/EMS employees of Delhi Charter Township;

Excluding: All other Fire Department employees including, but not limited to, Chief, Fire Marshal, part-time employees and volunteers.

Note: The Recruitment/Retention Coordinator position to be determined by MERC and/or the courts.

Section 2.2 Union Security. As a condition of continued employment, all employees in the bargaining unit shall either become and remain members in good standing of the Union or pay a representation fee to the Union an amount equal to one-hundred (100%) percent of the regular monthly dues paid by Union members for services and administration of this Agreement.

The Union agrees to defend, indemnify and save the Employer harmless against any and all claims, suits, or other forms of liability arising out of its deduction from an employee's pay of Union dues, service fees and/or initiation fees, or in reliance upon any list, notice, certification or authorization furnished under this Article, including the termination of employment as provided under the Agency Shop provision. The Union assumes full responsibility for the disposition of the deductions so made once they have been sent to the Union.

Section 2.3 Dues Deductions. The Employer agrees to deduct monthly Union dues and/or representation fees from the pay of employees within the bargaining unit and forward same to the Union Treasurer within 14 calendar days, subject to the following:

- A. The Union shall obtain from the employee a completed authorization form which shall conform to the respective state and federal laws concerning that subject or any interpretations made thereof. The authorization form shall be filed with the Assistant Township Manager of Human Resources, who may return an incomplete or incorrectly completed form to the Union's Treasurer and no deduction shall be made until the deficiency is corrected.
- B. The Employer shall deduct only dues which come due at the time paychecks are issued and will make deductions only if the employee has enough pay due to cover such obligation, and will not be responsible to the employee if he/she has duplicated direct payment to the Union.
- C. The Employer's remittance shall be deemed correct if the Union does not give notice, in writing, to the Assistant Township Manager of Human Resources within thirty (30) days after a remittance is sent, which shall set forth with particularity the allegations of error.
- D. Any employee may terminate his/her authorization by written notice to the Assistant Township Manager of Human Resources.
- E. The Union shall provide at least thirty (30) days written notice to the Assistant Township Manager of Human Resources of the amount of the Union dues and/or representation fees to be deducted from the pay of employees within the bargaining unit in accordance with this Agreement. Modifications in the dues or representation fees may be permitted upon thirty (30) days prior notice to the Assistant Township Manager of Human Resources, but no more than 4 times in a calendar year.
- F. The amount of the Union dues and/or representation fees shall be deducted each pay period in equal amounts.

- G. The Union shall notify an employee, who has not paid his/her dues or representation fee, and shall notify the Employer by hand delivered letter. If said employee does not pay the dues or representation fee within thirty (30) days after said notice is received, the Union shall notify the Employer by hand delivered letter of this omission. Fifteen (15) days after receipt of notification by the Employer, the Employer shall terminate said employee.

ARTICLE 3 **SEPARABILITY**

If any section of this Agreement should be held invalid by operation of law, or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article should be restrained by such tribunal pending a final determination as to its validity, the remainder of this Agreement shall not be affected thereby.

In the event that any section is held invalid or enforcement of or compliance with which has been restrained as above set forth, the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement.

ARTICLE 4 **OTHER AGREEMENTS**

The Township shall not enter into any agreements with employees covered hereby either individually or collectively or with any other organization which in any way conflicts with the provisions hereof.

ARTICLE 5 **RESIDENCY**

Employees hired on or after January 1, 2012, shall be required to comply with Public Act 212 of 1999, and shall reside within twenty-five (25) miles from the nearest boundary of the Township. Employees who do not reside within twenty-five (25) miles from the nearest boundary of the Township at their date of hire, will be given one (1) year from their date of hire to comply with this residency requirement.

ARTICLE 6 **NO STRIKE OR LOCKOUTS**

The Union agrees that neither the Union, its agents, nor its members will authorize, instigate, aid, condone or engage in a work stoppage, slowdown, strike or other concerted activity which interferes with the operation of the Employer. Individual employees or groups of employees who instigate, aid or engage in a work stoppage, slowdown or strike may be disciplined up to and including discharge at the sole discretion of the Employer. The Employer will not engage in any lockout of the employees during the term of this Agreement.

ARTICLE 7 EMPLOYER RIGHTS

Section 7.1 The Employer reserves and retains, solely and exclusively, all rights to manage and direct its work force and shall have the sole and exclusive right to manage its department and divisions in all of its operations and activities. Among the rights of management, included only by way of illustration and not by way of limitation, is the right to hire; the right to determine all matters pertaining to the services to be furnished and the methods, personnel, procedures, means, equipment, and machines required to provide such service; to determine the nature and number of facilities and departments to be operated and their location; to establish classifications of work and the number of personnel required; to retain the authority to assign incidental duties connected with positions acknowledging that not every incidental task and/or duty may be described in job descriptions/classifications; to determine the number of personnel assigned on duty at any time; to direct and control operations; to perform work through the utilization of non-bargaining unit personnel, including salaried employees; to discontinue, combine, or reorganize any part or all of its operations; to contract out for goods and services; to maintain order and efficiency; to study and use improved methods and equipment and outside assistance either in or out of the Employer's facilities; to adopt, modify, change or alter its budget; and in all respects to carry out the ordinary and customary functions of management. The Employer shall also have the right to promote, assign, transfer, suspend, discipline, demote, discharge, layoff and recall personnel; to establish, amend, supplement or delete work rules and fix and determine penalties for violation of such rules; to make judgments as to ability and skill of employees; to establish and change work schedules; to provide and assign relief personnel; to schedule overtime, to hire part-time, irregular, and temporary employees to perform bargaining unit work; to assign Supervisors to perform bargaining unit work; to continue and maintain its operations as in the past, or to modify or eliminate same, provided, however, that these rights shall not be exercised in violation of any specific provision of this Agreement. The Employer retains the sole and exclusive right to establish and administer without limitation, implied or otherwise, all matters not specifically and expressly limited by this Agreement. The Employer's failure to exercise any right, prerogative, or function in a particular way, shall not be considered a waiver of the Employer's right to exercise such right, prerogative, or function, or preclude it from exercising the same in some other way not in conflict with the express provisions of this Agreement. No policies or procedures covered in this Agreement shall be construed as delegating to others or as reducing or abridging any of the authority conferred on the Employer by State law, or by the Constitution of the State of Michigan or the United States of America. All rights, functions, powers, and authority which the Employer has not expressly and specifically abridged, amended, delegated, or modified by specific terms of this Agreement are recognized by the Union as being retained and reserved by the Employer.

Section 7.2 The Employer shall have, within its discretion, the right to make, amend, supplement, or delete rules and regulations. However, the Union shall receive a copy of any new or modified rule or regulation ten (10) calendar days prior to its effective date, unless conditions warrant necessary immediate implementation. If there is concern regarding the fairness of the rules or rule change, the Union may request a special meeting between the Union and the Employer to discuss the reasonableness of the rule.

In no case will the rule change or new rule become subject to the grievance procedure unless that rule, as applied, violates a specific provision of this Agreement.

If the employees do not receive a copy of the new work rule or modification thereof as required above, the same shall not be binding upon the Union or the employees until such notice is provided.

ARTICLE 8 **UNION ACTIVITIES**

Section 8.1 General. Employees and their union representatives shall have the right to join the union, to engage in lawful activities for the purpose of collective negotiation or bargaining or other mutual aid purpose. No bargaining unit member will be discriminated against for membership in the union or participation in legal union activities.

Section 8.2 Released Time. Officers of the Union shall be granted time off on a regularly scheduled duty day to fulfill their union responsibilities, including negotiations with the Employer, processing grievances, administration and enforcement of this Agreement. The employee shall not sustain a loss of pay during this time.

Section 8.3 Union Officers. The Association shall notify the Fire Chief and the Assistant Township Manager of Human Resources of the names and titles of the Union Officers within one week of their appointment. No officer shall act as such until the Employer has been notified of their appointment.

Section 8.4 Bulletin Boards. The Union shall be provided a suitable bulletin board and file space at each Fire station for the posting of Union notices or other materials relating to the activities of the association. The Secretary of the Association shall be responsible for such a board and shall maintain it in a neat manner.

Section 8.5 Union Meetings. The Union may schedule meetings on fire department property no more than twice per month as needed. The meetings will be scheduled to maximize attendance of bargaining unit members, and will take place between 6:00 p.m. and 8:00 p.m. insofar as such meetings do not interfere with Fire Department activities. Prior notice and approval shall be provided as outlined in Section 8.6 below.

Section 8.6 On-Site Visitation – IAFF. Upon 36 hours prior notice and approval of the Fire Chief, representatives of the association, district, state or international representatives may visit the premises of the Employer during work hours to conduct Union business pertinent to the Association. In no way shall emergency services be disrupted.

Section 8.7 Special Conferences. Special conferences for matters other than grievances may be arranged between the Union President and the Employer or its designated representative, upon the request of either party. A written agenda shall state the nature of the matters to be discussed and the reason(s) for requesting the meeting. Discussion shall be limited to matters set forth in the request but it is understood that these special meetings shall not be used to renegotiate this Agreement. Such meeting will be between at least two representatives of the Employer and at least two representatives of the Association.

ARTICLE 9
NEW HIRES

All employees hired on or after the date of this Agreement shall go through an orientation period consisting of Fire Department operating procedures. This orientation period shall begin on the employee's first day of work and shall continue for a minimum of thirty-six (36) hours.

ARTICLE 10
PROBATIONARY PERIOD

All employees shall be on probation for the first twelve (12) months of full-time employment from their date of hire.

Until an employee has completed his/her probationary period, he/she may be disciplined, laid off, recalled, terminated or discharged at the Employer's discretion and without recourse for termination, to the grievance procedure. Otherwise, the Union shall represent probationary employees for the purposes of collective bargaining in respect to wages, hours and other terms and conditions of employment.

Employees who are promoted shall be probationary employees for the first twelve (12) months of employment in that position or until they obtain the required certification, whichever is later. During this period either the employee or the Chief may determine that the employee is not suited for the position. If this is determined, the employee will return to the position held prior to promotion and the last person hired may be laid off.

ARTICLE 11
SENIORITY

Section 11.1 Definition. Seniority, as it applies to this section, is defined as the length of service with the Delhi Township Fire Department. Seniority shall be determined by the total number of years of paid service as members of the fire department, both full time and part time, for all employees hired on or before November 3, 2003. All employees hired after November 3, 2003, shall use their full-time hire date as their seniority date. Seniority order shall first be based on rank, then date of hire. Employees of equal rank, who have the same number of years of service shall be placed on the seniority list in alphabetical order by surname.

Section 11.2 Applicability. Seniority, as defined in this section, shall apply only to fire department related issues such as call-backs, and layoff and recall, and shall not apply to any other township organizational issues or fringe benefits such as computation of sick time, vacation time, and eligibility for, but not limited to, health, dental, and retirement benefits.

ARTICLE 12 HOURS OF WORK

Section 12.1 Work Day. The employee's work day shall be a twenty-four (24) hour period commencing from the start of his/her scheduled shift as determined by the Fire Chief. However, notwithstanding the above, the Employer reserves the right to have less than twenty-four (24) hour shifts, but not less than twelve (12) hours, and reserves the right to decide on the starting times.

Section 12.2 Work Period. A work period shall be a twenty-eight (28) day consecutive period, which is a regularly-recurring cycle of work established by the Employer. However, employees shall be compensated for all hours worked on a fourteen (14) day regularly-recurring payroll cycle as established by the Employer.

Section 12.3 Work Schedule. The employee's normal work schedule shall consist of two hundred twelve (212) regular hours during the twenty-eight (28) day work period. Under normal conditions, no employee shall be scheduled to work more than twenty-four (24) consecutive hours or more than seventy-two (72) hours in any consecutive one hundred sixty eight (168) hour period, except when a state of emergency exists and it is declared as such by the Fire Chief. The Fire Chief shall have the authority to make all personnel shift assignments and/or changes he/she deems necessary to maintain and/or improve the operations of the Department. The Employer reserves the right to change the work schedule.

The term "state of emergency," as used in this section, is defined as any time the employer cannot staff the Department in order to ensure adequate services to the public and the entire fire department roster has been exhausted in an attempt to fill a shift or hours.

Section 12.4 Overtime. The employee's normal work schedule shall consist of overtime as required. Additional overtime assignments shall first be offered to regular full-time employees on a voluntary basis. However, these additional overtime assignments shall apply to the normal scheduled hours only. The Employer reserves the right to fill all other work assignments with part-time or paid on-call staff as needed, including a 5th man on shift.

Section 12.5 Overtime Premium Pay.

- A. Time and one-half (1 ½) the employee's straight time regular rate of pay shall be paid for all hours actually worked in excess of two hundred twelve (212) hours in any twenty-eight (28) day work period. All hours paid for the use of sick leave, vacation leave, or compensatory time shall not be included as hours worked for computation of overtime pay.
- B. There shall be no duplication or pyramiding of premium pay.

Section 12.6 Mandatory Overtime. Any and all overtime, scheduled or otherwise required by the Employer shall be mandatory.

ARTICLE 13 OPEN SHIFTS/HOURS/CALLBACKS

Section 13.1 Definition. For purposes of this section, open shifts/hours shall be defined as vacancies of regularly scheduled hours over a 24 hour period, which are normally staffed by full time fire department employees. Open shifts/hours include, but are not limited to, unstaffed hours resulting from sick days, vacations, and training due to a full time employee being unable to report for his/her assigned full time shift as scheduled.

The Employer reserves the right to determine if a shift or hours are by definition "open," i.e. special events or activities outside of the normal scheduled hours.

Section 13.2 Callbacks. Except as provided in Article 14, Section 14.4, full-time employees will be given first choice of any open shifts/hours. All members will be attempted to be reached by telephone, text or e-mail based on the following criteria.

Two (2) callback rotation lists shall be developed to provide an equitable system of callbacks for all open shifts. One (1) callback rotation list will be used in the callback of any open shift resulting from any Officer or Shift Supervisor vacancy. This rotation list will be determined by the chief based on experience, qualifications and rank. The second callback rotation list will be determined based upon seniority with officers/shift supervisors placed in order of rank and seniority, below all firefighter/paramedic personnel.

For shift vacancies resulting from an officer or Shift Supervisor being absent, all callbacks will be made from the Officer/Shift Supervisor callback rotation list. In the event that a qualified employee is already scheduled to work on the shift which requires a lieutenant/shift supervisor, then that employee shall be designated acting lieutenant/shift supervisor, and the vacancy will be filled from the firefighter/paramedic callback rotation list.

For shift vacancies resulting from a firefighter/paramedic being absent, all callbacks will be made from the firefighter/paramedic callback rotation list.

Employees contacted for any open shifts/hours will have 24 hours to accept the assignment, except in the case of sick time coverage when immediate coverage may be required. Once an employee accepts an open shift/hours and then subsequently fails to report for duty, the hours will be automatically deducted from the employee's vacation bank for all time missed.

In the event that no full-time personnel can accept available open hours, the hours will be offered to part-time personnel based on qualifications. In the event that no part-time personnel can accept the open hours, the lowest seniority full-time employee shall be the first employee required to work the open hours. A rotation system shall then be established to prevent the same low seniority employee from the requirement to work each time open hours are required to be covered. Employees who are required to work shall be selected from lowest seniority to highest seniority until the list is exhausted and will begin again with the lowest seniority employee.

In no case shall an employee be required to work overtime without a minimum of eight (8) hours off after each 24 hours worked. If an employee is required to work, the employer will

provide as much prior notification as possible, and after being notified, the employee will have two (2) hours to report for duty.

The Employer reserves the right to determine whether or not to fill open shifts/hours.

ARTICLE 14 **CALL-BACK PAY**

Except for scheduled overtime, when an employee is called back to work at any time other than his/her regular designated shift or mandatory and/or special/required training, he/she shall be compensated a minimum of two (2) hours at the rate of time and one-half (1-1/2). All hours worked in excess of two (2) hours shall also be compensated at the rate of time and one-half (1-1/2). However, call-back pay, as provided herein, shall not be allowed in any case in which the employee is required to report for work less than one (1) hour earlier than his/her regularly scheduled starting time, if he/she then works continuously through a regular work shift.

ARTICLE 15 **COMPENSATORY TIME**

Section 15.1 Employees may opt to earn compensatory time at the rate of time and one half (1 ½) for all such hours worked in lieu of overtime pay.

Section 15.2 Employees shall make all requests for the use of compensatory time to the Fire Chief for approval in writing a minimum of ten (10) calendar days in advance.

Section 15.3 Employees may earn a maximum of ninety-six (96) hours, and may use no more than ninety-six (96) hours of compensatory time in a calendar year.

Section 15.4 Qualified part-time employees shall be given first choice of all openings resulting from the use of compensatory time. If unable to fill an opening with a part-time employee, the opening will be offered to full-time employees.

Section 15.5 All earned and unused compensatory time remaining in the employee's leave bank at the end of each calendar year shall be paid at the employee's regular hourly rate of pay as of December 31st to be paid out in the next regular bi-weekly payroll.

Section 15.6 All earned and unused compensatory time shall be paid to the employee upon separation from employment at the employee's regular hourly rate of pay.

ARTICLE 16 **TRADE TIME**

Section 16.1 Full-time employees shall be permitted to voluntarily trade work days or hours with other full-time employees upon prior application and approval of the Fire Chief. All trade time must be requested a minimum of four (4) calendar days in advance.

Section 16.2 No trade will be denied without cause. Cause shall include, but not limited to, the person lacking the skills and knowledge necessary to perform the tasks associated with the job. The Fire Chief shall be required to provide a written explanation for the denial of trade time.

Section 16.3 After both employees have signed trade forms, the substitute shall assume all responsibility for failure to report for or remain on duty. Failure to report for duty shall result in an automatic deduction from the employee's vacation bank for all time missed unless the employee is ill, and in such case the Employer shall be provided with a doctor's verification of illness.

Section 16.4 No employee shall owe more than 10 trade days (240 hours) at any one time. Employees have six (6) months from the day of the trade to payback the hours traded. Payment of any kind, including money, exchange for talent, skills or services is prohibited. Payment can be made with equal amounts of time only. Employees are restricted from working longer than 72-consecutive hours, after which a break of at least 12-hours must be taken before working again. However, at the Fire Chief's sole discretion, any employee that the Fire Chief deems incapable of performing his/her duties shall be denied working 72-consecutive hours if he feels that doing so would jeopardize the health, safety and welfare of the employee or the citizen served. No employee shall be off work for more than **twenty-one (21)** consecutive calendar days as a result of voluntary trades.

Section 16.5 New employees hired shall be permitted to voluntarily trade work days or hours a maximum of 4 work days (96 hours) during their probationary period. However, all employees hired as of the date of this Agreement, shall be exempt from this requirement.

Section 16.6 Compliance with Fair Labor Standards Act. All trades because they are voluntary by the employee shall not change hours worked as contemplated in the Fair Labor Standards Act (FLSA). The Township assumes no responsibility for repayment of the time involved due to a voluntary trade, **including acting supervisor pay**. Nor shall the Township be adversely impacted due to the voluntary trading of time between agreeable employees. Individuals who agreed to work an exchange of time become responsible for this time. In the event they are unable to work this time, for any reason, it will be the employee's responsibility to arrange for someone else to work in their place.

ARTICLE 17 **LIGHT DUTY**

Section 17.1 An employee who has an on or off duty injury or illness may, at the discretion of the Fire Chief, be placed on light duty if such duty is available.

Section 17.2 A physician shall determine the extent and the degree of physical limitation as it relates to the job duties of the employee. If the employee is found to be incapable of performing the required regular job duties, the Fire Chief, shall determine whether or not an employee shall be assigned to light duty, consistent with the limitations of the employee.

Section 17.3 A second medical opinion may be requested by the Employer or the Union. In the event a dispute arises from differing medical opinions as to the physical limitations of the employee's ability to perform his/her duties, a third medical opinion from a physician designated by both the Employer and the employee shall be given and the decision of the third party shall be binding on all the parties.

ARTICLE 18 **LAYOFF AND RECALL**

Section 18.1 Layoff. Layoffs shall be determined by seniority. Probationary employees shall be laid off first by the last date of employment.

Employees subject to layoff shall receive written notice no less than twenty-one (21) calendar days in advance of the effective date of their layoff.

An employee who is laid off may elect not to be paid for his/her earned sick leave or vacation accumulations until up to eighteen (18) months on layoff status, at which time those accumulations must be converted to cash at the employee's last rate of compensation.

Section 18.2 Recall. Employees may be re-called to their previous department and classification. Recalled employees are reinstated at the job classification level, pay grade and step level in effect at time of layoff in reverse order of the lay-off. The Employer will not recall an employee after a period of time equal to the amount of time the employee has worked full time, or to a maximum of not more than eighteen (18) months from the date of the employee's layoff, whichever is less. If the employee is rehired after such period, they shall be considered a new employee.

Employees who have been laid off and who, within seven (7) working days after delivery of recall notice to their last known address shown on the Employer's personnel records, fail to respond as directed or decline recall, shall be presumed to have waived their recall and shall be deemed to have resigned.

ARTICLE 19 **DISCIPLINE AND DISCHARGE**

Section 19.1 Disciplinary action for any non-probationary employee shall be for just cause. While it is not possible to detail in this Agreement or any work rules specific discipline for every contingency, it is understood that, under most circumstances, discipline shall be of a progressive nature. Nothing shall prevent the Employer from taking immediate and appropriate disciplinary action should it be required by the circumstances.

Section 19.2 In imposing any discipline on a current charge, the Employer will not take into account any prior infractions, which occurred more than **three (3)** years previously.

Section 19.3 The Employer shall notify the Union representative promptly in writing upon the discipline or discharge of any employee; failure to give such notice shall not affect the validity

of such discipline or discharge, but shall extend any time periods for any rights of appeal provided to the employee.

Section 19.4 The disciplined or discharged employee shall be allowed to discuss the discipline or discharge with the Union representative, whether the representative is on or off duty, if the representative is available, before the disciplined/discharged employee is required to leave the Township premises. In the event that the representative is not available, then the employee may be required by the Employer to leave the premises immediately. Upon request, the Employer will discuss the discipline or discharge with the employee and with the representative.

ARTICLE 20 **GRIEVANCE PROCEDURE**

Section 20.1 Definition. A grievance is defined as the alleged violation of a specific term, interpretation or condition of this Agreement by an employee, employees or an officer of the Union. This is not meant to replace ongoing communication between management and employees. It is the desire of the parties that all disputes or complaints by employees be resolved, if possible between the employee and the employee's immediate supervisor before resorting to a grievance proceeding. Any claim not conforming to the provisions of this definition shall be automatically defined as not constituting a valid grievance.

Section 20.2 Step 1. All grievances shall be commenced within ten (10) working days after the grievance has become known or should reasonably have been known by the grievant. The grievance shall be submitted in writing and signed by the employee and the Union and presented to the Fire Chief within ten (10) working days. The Fire Chief will meet with the employee and the Union to discuss the grievance within ten (10) working days of receipt of the grievance and shall respond to the grievance in writing within ten (10) working days after the meeting.

Section 20.3 Step 2. If the answer of the Fire Chief is not satisfactory to the employee and the Union, the employee and the Union shall, within ten (10) working days of receiving the response in Step 1, submit the grievance in writing to the Assistant Township Manager of Human Resources.

The Assistant Township Manager of Human Resources may arrange for a meeting with the employee, the Union, the Fire Chief, and other necessary parties to discuss the grievance. The employee and the Union may present witnesses and evidence. The Assistant Township Manager of Human Resources shall submit an answer in writing within ten (10) working days after receipt of the grievance or the meeting, whichever is appropriate.

For purposes of Sections 19.2 and 19.3 above, ten (10) working days may be extended due to extenuating circumstances by mutual agreement of both parties.

Section 20.4 Step 3. Mediation. In the event the decision of the Assistant Township Manager of Human Resources is unsuccessful in facilitating a settlement of the dispute(s), the parties may mutually agree to proceed to mediation by contacting the Michigan Employment Relations

Commission and requesting that a state mediator be assigned to assist them in settlement of the dispute. In the event mediation is unsuccessful in facilitating a settlement of the dispute(s), the Union may file a demand to arbitrate the grievance within fifteen (15) days following the conclusion of mediation. If the parties do not agree to proceed to mediation, the Union may file a demand to arbitrate the grievance within fifteen (15) days following the date of the Assistant Township Manager of Human Resources' decision.

Section 20.5 Step 4. Arbitration. Grievances may be submitted to arbitration in accordance with the following. Arbitration shall be invoked by written notice to the Assistant Township Manager of Human Resources and by simultaneously filing a demand for arbitration with the American Arbitration Association in accordance with AAA procedures or the parties may mutually agree in writing on the selection of an arbitrator.

Section 20.6 Powers of the Arbitrator. The arbitrator shall be empowered to investigate, hear and decide a grievance as heretofore defined, subject to the limitations and interpretation of this Agreement as written. The arbitrator shall have no power to:

- A. Add to, subtract from or otherwise modify any of the provisions of this Agreement;
- B. Establish or modify any salary rates of the Agreement.

The arbitrator shall give full recognition to the doctrine of residual rights and the Employer's exercise of any of its rights not limited by the express provisions of this Agreement. By accepting a case from the parties, the arbitrator acknowledges its limitations of authority, and agrees not to decide an issue, which is outside of its jurisdiction under this Agreement. Any award of the arbitrator for a continuing violation shall not be retroactive prior to the time the grievance was first submitted in writing.

In the event a case is appealed to an arbitrator and he/she finds that he/she has no power to rule on the case, the matter shall be referred back to the parties without decision or recommendation and shall be considered settled on the basis of the Employer's last answer. At the arbitration hearing, each party shall have the option of presenting witnesses and documents and such witnesses may be cross-examined by the arbitrator or party opposing. Such testimony shall be limited to the matters set forth in the written statement of the grievance. The arbitrator shall rule only on the basis of information presented at the hearing and shall refuse to receive any information after the hearing except by mutual agreement of the parties.

Section 20.7 Arbitrator's Decision. There shall be no appeal from an arbitrator's decision, if made in accordance with his/her jurisdiction and authority under this Agreement. The arbitrator's decision shall be final and binding on the Union, on all bargaining unit employees, and on the Employer.

Section 20.8 Fees and Expenses. The fees and expenses of the arbitrator shall be paid by the non-prevailing party. If there is a dispute as to who has prevailed, the arbitrator shall specify in the award the allocation of the arbitrator's fees. All other expenses related to the arbitration process, including attorney's fees and any expenses incurred by calling witnesses, shall be borne by the party incurring such expense.

Section 20.9 Time Limits. The failure of either party to follow the time limits outside herein shall result in the following:

- A. If the Employer does not respond to the grievance within the time limitations set forth, the grievance shall be advanced to the next step.
- B. In the event the Union or employee does not follow the time limits required herein, the grievance shall be considered irrevocably withdrawn and denied.

Section 20.10 Time Periods. When reference to days is made, only week days, Monday through Friday, will be considered. Saturdays, Sundays and holidays shall not be considered in these time periods. Time periods set forth in this grievance procedure shall be strictly adhered to unless extended by mutual written agreement of the parties.

Section 20.11 Election of Remedies. When remedies are available for any complaint and/or grievance of an employee through any administrative or statutory scheme or procedure, in addition to the grievance procedure provided under this Agreement, and the employee elects to utilize the statutory or administrative remedy, the Union and the affected employee shall not process the complaint through any grievance procedure provided for in this Agreement. If an employee elects to use the grievance procedure provided for in this Agreement and, subsequently, elects to utilize the statutory or administrative remedies, then the grievance shall be deemed to have been withdrawn and the grievance procedure provided for hereunder shall not be applicable and any relief granted shall be forfeited.

ARTICLE 21 **LEAVE OF ABSENCE**

Section 21.1 General. All reasons for leaves of absence shall be in writing, stating the reason for the request, and the approximate length of leave requested. Unpaid leaves of absence are to be used for the purpose intended. Employees shall not accept employment while on leaves of absence unless agreed to by the Employer. Acceptance of employment or working for another Employer without prior approval while on leave of absence may result in immediate termination of employment.

Section 21.2 Family Medical Leave Act. The parties acknowledge that they are bound by the Family and Medical Leave Act ("FMLA") and its amendments and reserve all rights under the FMLA. Employees shall be required to use all accrued paid leave while on a FMLA leave of absence. Employees on a FMLA leave shall not accept other employment while on the FMLA leave.

Section 21.3 Illness or Accident. Regular full-time employees who, because of an illness or accident which is non-compensable under Workers' Compensation law, upon written certification of disability by a medical doctor, shall be entitled to unpaid leave for up to six (6) months once their earned sick leave and vacation time have been exhausted.

Thereafter, the Township Manager may extend the time upon further certification of disability for up to one (1) year. The Employer may require medical verification from a doctor of its

choosing. This time shall count towards Family and Medical Leave Act leave if the employee is otherwise eligible for same.

Section 21.4 Personal Need. Unpaid leaves of absence may be granted within the Employer's sole discretion to regular full-time employees for the purpose of personal need, which is not eligible under the FMLA. The employee must furnish the Employer with such request in writing no later than two (2) weeks prior to the date that such employee desires to take such leave. Leaves for this purpose shall not exceed one (1) month. Denial of request for Leave of Absence shall not be subject to appeal.

Section 21.5 Military Leave. A regular full-time employee with reserve status in the Armed Forces of the United States or membership in the Michigan National Guard who is called to participate in training sessions or active duty shall be permitted leave for this purpose. He/she shall furnish to the Employer, in writing, a statement of the total amount of Government wage received for this service. If the Government wage does not equal the employee's usual salary, he/she shall be paid the difference by the Employer for a period not to exceed ten (10) working days in any one (1) calendar year. The employee shall notify the Employer as soon as possible when called upon to report for training or active duty and shall be entitled to all rights and benefits as required by law.

Section 21.6 Continuation of Benefits. An employee who meets all of the requirements as hereinbefore specified who is granted an unpaid leave of absence shall not have benefits continue, such as but not limited to, vacation and sick leave accumulation, health insurances except as required under the FMLA, holidays and retirement. Employees wishing to continue health, dental, disability and life insurance during an unpaid leave may do so by prepaying the premiums to the Employer.

Section 21.7 Medical Certificates and Examinations. Employees requesting a leave for sickness or injury may be required to present a certificate from a physician verifying the sickness or injury and the anticipated time off the job from a doctor selected by the Employer, at the Employer's expense.

The Employer reserves the right to require an employee to take a medical examination 1) if it appears that the employee is having difficulty in performing his/her duties based upon health related reasons or 2) on return from a leave of absence. The medical examination shall be given by a doctor selected by the Employer at the Employer's expense if not covered by insurance. If the employee is not satisfied with the determination of the designated physician of the Employer, he/she may submit a report from a doctor of his/her own choosing at his/her expense. If the dispute still exists, at the request of the Employer or employee, the designated physician of the Employer and the employee's doctor shall agree upon a third doctor to submit a report to the Employer and the employee, and the decision of such third party shall be binding on all the parties. The expense of the third doctor shall be shared equally by the Employer and the employee if not covered by the employee's insurance. On the basis of that medical examination, the Employer will take appropriate action.

ARTICLE 22
WAGES

Section 22.1 Pay Grades. Wages shall be paid as follows:

Firefighters:	Pay Grade 4, Step 1	-	\$14.594 per hour
Shift Supervisors:	Pay Grade 6, Step 1	-	\$17.137 per hour

Section 22.2 Cost of Living Increases. Wages will be increased by a cost of living increase, as approved by the Township Board for all other full-time employees.

Section 22.3 Step Increases. Employees shall receive a step increase each year on their "anniversary date" until the maximum step has been reached within the applicable pay grade.

Section 22.4 Anniversary Date. "Anniversary Date" for the purposes of this Article, for full-time employees shall be either the date of hire or promotion, unless otherwise indicated.

Section 22.5 Promotions. Employees who are promoted shall receive a quarterly stipend in addition to their regular wages on the second payroll in March, June, September and December of each year as follows:

Deputy Chiefs - \$3,900; Captains - \$2,340; Lieutenants - \$1,560.

Section 22.6 Temporary Assignment. Employees who are temporarily assigned to perform the duties and responsibilities of a Shift Supervisor for a shift of four (4) hours or more shall be compensated at the pay grade established for a Shift Supervisor at a Pay Grade (6), and at a step which results in a minimum of a five percent (5%) pay increase and shall only apply to the duration of that temporary assignment.

Section 22.7 Job Analysis and Classification Review. A job analysis and classification review will be conducted by an outside consultant for the full-time positions of firefighter/paramedic and shift supervisor immediately following ratification and approval of this Agreement. Any change in classification resulting in an increase in pay grade shall be effective retroactively to the date of ratification and approval of this Agreement.

ARTICLE 23
PROMOTIONS

Section 23.1 Definitions. For purposes of this section, a promotion is defined as a change in job title from firefighter to lieutenant, from lieutenant to captain, from captain to deputy chief, or from deputy chief to assistant chief.

A permanent position is defined as any position that is expected to exist for more than twelve (12) consecutive months.

Section 23.2 Posting. When a permanent position or vacancy occurs which would result in a fire department promotion, which the Township wishes to fill, the Chief shall post the vacant position for a period of 14 days. The notice will indicate the shift, hours per week, job title, and rank.

Section 23.3 Written Examination. The promotional procedure shall consist of a competitive process including a written examination, and an oral interview. Material for the written examination will be taken from a minimum of two (2) fire department textbooks. All applicants will be advised of the textbooks from which the material is taken for the examination.

Section 23.4 Test Scores. All tests and scores will be confidential and maintained by the Chief or his designee, however, they may be reviewed by the applicant. In determining each score, the written examination will be weighted fifty percent (50%) and the oral interview will be weighted fifty percent (50%). A passing score of seventy-five percent (75%) is required to be considered further in the examination process.

Section 23.5 Minimum Requirement. A minimum of two (2) years in the previous rank is required in order to take the promotional exam for any position.

Section 23.6 Oral Board. The oral board shall consist of a minimum of three (3) people determined by the Chief.

Section 23.7 Promotion Pool. The three (3) highest scoring applicants shall be considered to be the promotion pool. The Chief shall select the person or persons who will be promoted. Following the selection of one (1) of the applicants, the person ranking 4th in the examination process is moved to the pool of candidates and will become eligible for consideration for the next opening. The pool list will remain active for a minimum of one (1) year.

Section 23.8 Probationary Period. All promotions will carry a one (1) year probationary period. During this period either the employee or the Chief may determine that the employee is not suited for the position. If this is determined, the employee will return to the position held prior to promotion and the last person hired may be laid off.

ARTICLE 24 **TRAINING**

Section 24.1 Special/Optional Training. Special/optional training sessions may be offered to employees. Special/optional training is defined as any training session, which is not mandatory, and which falls outside of the normal fire department daily or monthly training schedule.

Special/optional training may be offered to individuals or groups of personnel based on the type of training, the training cost, location and length of the training.

In cases where more than one employee is requesting to attend the same special/optional training, the chief will assess the training and determine who will attend the training. If

comparable training is held on different dates, personnel will be assigned the training based on whatever date best fits their work and personal schedules.

Personnel who have special/optional training approved during their regular work hours may use trade time to provide the required staffing. Said trade time shall not count against their accrued maximum trade time.

Special/optional training is unpaid, and all travel costs, including meals and lodging, will be at the employee's expense.

Section 24.2 Special/Required Training. Special/required training sessions may be required of employees. Special/required training is defined as any mandatory training session, which falls outside of the normal fire department daily or monthly training schedule.

The chief or his designee will advise employees of all special/required training sessions at least ten (10) calendar days in advance.

Special/required training will be compensated at time and one-half the normal rate of pay. All costs of training including travel costs and meals will be at township expense.

ARTICLE 25 EDUCATION REIMBURSEMENT

Section 25.1 General. Full time employees who desire to continue their education through courses which are not a requirement of their position with Delhi Charter Township are eligible for education reimbursement provided courses taken will maintain or improve the employee's skills as it relates to his/her employment with the Township. Said courses shall be taken on the employee's off duty time at the employee's expense. Reimbursement shall be considered under the following conditions:

Section 25.2 Authorization. All requests for education reimbursement must be approved by the Fire Chief and the Township Manager and are subject to the following.

- A. Requests must be approved prior to the commencement of the course(s).
- B. It must be shown that the course is job related and will benefit the employee's employment with Delhi Charter Township.
- C. Requests must include:
 - 1. the name of college or university you will be attending.
 - 2. the starting and ending date of the course.
 - 3. the cost of tuition.
 - 4. a description of the course.

Section 25.3 Reimbursement. Reimbursement for eligible courses approved as outlined in Section 1 above is limited to a maximum of \$1,500 per calendar year and is subject to the following.

- A. Reimbursement shall be limited to the cost of tuition and books only.
- B. All original receipt(s) must be submitted for the actual cost of tuition and books for which reimbursement is being requested.
- C. Reimbursement shall be made only after proof of successful completion of the course.
- D. Reimbursement shall be approved by the Township Manager.

Section 25.4 If the Township reimburses an employee for continuing education and the employee either resigns or his/her employment is terminated, the employee shall reimburse the Township by payroll deduction or from other monies owed the employee by the Employer or by other means, from the date of payment of school fees by the Township per the following.

- A. If employment is terminated within one (1) year of the completion of a course, the employee shall reimburse the Township 100% of the costs.
- B. If employment is terminated within two (2) years of the completion of a course, the employee shall reimburse the Township 50% of the costs.

Section 25.5 In the event an approved course is scheduled and conflicts with the employee's regularly scheduled work shift, the employer will attempt to find coverage for that shift provided that the employee has given a minimum of three (3) weeks prior notice to the employer. At the Fire Chief's discretion, any extenuating circumstances shall be considered.

ARTICLE 26 **HOLIDAY PAY**

Section 26.1 Regular full-time employees are paid a holiday premium of One Hundred Fifty Dollars (\$150.00) for each of the following authorized holidays.

- | | |
|---------------------------------|-----------------------------------|
| 1. New Year's Day | 7. Labor Day |
| 2. Martin Luther King Jr.'s Day | 8. Veteran's Day |
| 3. President's Day | 9. Thanksgiving Day |
| 4. Good Friday | 10. Friday following Thanksgiving |
| 5. Memorial Day | 11. Christmas Eve Day |
| 6. Independence Day | 12. Christmas Day |

Section 26.2 Employee eligibility for holiday pay is subject to the following conditions and qualifications:

- A. An employee who is scheduled to work on a holiday but fails to report to work shall not be entitled to holiday pay and may be subject to disciplinary action.
- B. The employee must not be on a leave of absence, layoff, or disciplinary suspension.

ARTICLE 27 VACATIONS

Section 27.1 Vacation Schedule. All regular full-time employees shall earn vacation credits according to the following schedule based upon the last twelve (12) month period of Employer compensated employment: (Vacation earned is calculated to the nearest one-tenth of one hour)*

0-2 years of full-time employment	5.0 hrs. per pay-period	(130.6 hrs. annually)
2-3 years of full-time employment	5.8 hrs. per pay-period	(151.4 hrs. annually)
3-4 years of full-time employment	6.2 hrs. per pay-period	(161.8 hrs. annually)
4-5 years of full-time employment	6.6 hrs. per pay-period	(172.2 hrs. annually)
5-9 years of full-time employment	7.0 hrs. per pay-period	(182.6 hrs. annually)
9-10 years of full-time employment	7.4 hrs. per pay-period	(193.0 hrs. annually)
10-15 years of full-time employment	8.3 hrs. per pay-period	(216.4 hrs. annually)
15 years of full-time employment	9.1 hrs. per pay-period	(237.2 hrs. annually)
20 years of full-time employment	9.9 hrs. per pay-period	(258.0 hrs. annually)

* Vacation allotment schedule becomes effective the pay period following the employee's anniversary date of full-time employment.

Section 27.2 New Employees Hired. New employees hired shall accrue vacation credits as all other full-time employees according to the schedule outlined in Section 1 above, however, these employees are not eligible to use these accrued vacation credits during their probationary period.

Section 27.3 Vacation Requests. Vacation requests are scheduled through the Fire Chief, or his designee. All requests shall be made in writing a minimum of two (2) weeks in advance. No more than one (1) employee will be approved for time off to be backfilled with a full-time employee per work shift, and no more than one (1) employee will be approved for time off to be backfilled with a part-time employee per work shift. In the event requests are made on the same day, preference shall be given to the request of the employee with the most seniority within the department.

Section 27.4 Unpaid Leave. Employees on an unpaid leave of absence shall not earn or accrue vacation credits.

Section 27.5 Sickness, Illness, Disability. Absence on account of sickness, illness or disability in excess of that authorized for such purposes may be charged against vacation allowance upon the Employer's approval.

Section 27.6 Records. Records of employee vacation eligibility and vacation days earned and used are available to the employee.

Section 27.7 Beneficiary. In the event of the death of an employee any earned vacation time shall be paid to the employee's designated beneficiary.

Section 27.8 Maximum Accrual. Vacation can only be accumulated to a maximum of two

hundred forty (240) hours on December 31st of any given year with one (1) exception. On December 31st of any given year, an employee may defer up to eighty (80) hours of their earned vacation credits into the following calendar year as long as a minimum of eighty (80) hours have been used sometime throughout the current year. An employee is eligible to defer earned vacation credits once every three (3) years, otherwise any time accumulated over two hundred forty (240) hours shall be forfeited.

Section 27.9 Termination From Employment. Employees terminating employment shall be paid their earned, unused vacation credits accrued to the date of termination, at their current hourly rate of pay, not to exceed 240 hours, provided that they have completed at least one (1) year of employment. Employees who have not completed one (1) year of employment, from their date of full-time hire, shall not be entitled to unused vacation credits. Employees who fail to provide written notice of resignation as provided in Article XVIII, shall not be entitled to unused vacation credits. **Employees who are discharged by the Employer shall not be entitled to unused vacation credits.**

ARTICLE 28 **SICK LEAVE**

Section 28.1 Accrual. Each regular full-time employee earns sick leave accumulated in a single sick leave bank at the rate of 151 hours per year, expressed as 5.8 hours per pay period (two weeks), pro rated, up to a maximum of 1,920 hours. Employees on unpaid leave of absence do not earn or accumulate sick leave. Accumulated sick leave and sick leave earned shall be calculated to the nearest 1/10th of one hour.

Section 28.2 Pay-Out. Unused sick leave credit is paid at the employee's current rate of pay up to and not to exceed Fifty percent (50%) of accumulated sick leave up to 480 hours upon resignation by the employee, retirement, layoff, or any other status that does not include earning sick leave, or upon his/her death to be paid to the beneficiary of the employee. Employees who have not completed one year of employment, from their date of full-time hire, shall not be entitled to unused sick leave credits. No payment is made for accumulated and unused sick leave in cases where the employee is discharged by the Employer.

Section 28.3 Use. Sick leave may be used by eligible employees when they are Incapacitated from the performance of their duties by sickness, injury or for medical, dental or optical examination or treatment. Sick leave may also be used by an employee when a member of the employee's immediate family requires the care and attendance of the employee due to illness or injury. Immediate family is defined as spouse, children, parents, grandparents, or legal dependents.

Section 28.4 Notice to Employer. Employees who are unable to perform their duties because of illness shall notify their Supervisor before the start of the work day, or if they have already started their work day, before they leave the premises. In the event the illness or disability extends beyond the first work day, the employee and the employee's immediate Supervisor shall make arrangements as to the frequency of the continued notification by the employee of the illness or disability.

Section 28.5 Records. Records of sick leave accumulated and taken shall be furnished upon request to each employee.

Section 28.6 Abuse. Abuse of sick leave is cause for disciplinary action, including discharge. If the Employer has reason to believe that an employee is abusing sick time, the Employer may require the employee to submit evidence to verify illness which could include a doctor's verification, and the employee shall submit such evidence. The above includes, but is not limited to, a pattern of sick leave use. Falsification of such evidence shall be cause for disciplinary action, including discharge. Until the required documentation is provided, all absences will be considered lost time and the employee's pay will be reduced accordingly.

Section 28.7 Sick leave shall not be allowed in advance of being earned. If an employee has insufficient sick leave credits to cover a period of absence, no allowance for sick leave shall be posted in advance or in anticipation of future sick leave credits. In the absence of applicable sick leave credits, payroll deductions for the time lost shall be made for the work period in which the absence occurred.

Section 28.8 Medical Exam. The Employer reserves the right to require an employee, at the Employer's expense, if not covered by the employee's insurance, to take a physical or medical examination (1) if it should appear that said employee is having difficulty in performing his/her duties, or (2) on return from any kind of leave of absence such as sick leave or layoff. The physical or medical examination shall be given by a doctor selected by the Employer. If the employee is not satisfied with the determination of the designated physician of the Employer, he/she may submit a report from a doctor of his/her own choosing and at his/her own expense. If the dispute still exists, at the request of the Employer or employee, the designated physician of the Employer and the employee's doctor shall agree upon a third doctor to submit a report to the Employer and the employee. The expense of the third doctor shall be shared equally by the Employer and the employee if not covered by the employee's insurance.

Section 28.9 Pregnancy. Employees who become ill due to their pregnancy shall adhere to and utilize the sick leave provisions as provided hereunder.

Section 28.10 Sick Leave Conversion. Employees who have accumulated over 800 hours of sick leave may convert any such leave over 800 hours to vacation at the rate of 2 hours of sick leave for 1 hour of vacation, up to a maximum of 53 hours of vacation per year. Employees can make the conversion only at the end of June and December of each year.

ARTICLE 29 **BEREAVEMENT LEAVE**

Section 29.1 Family Members. Each regular full-time employee is granted up to twenty-four (24) hours off with pay per instance upon death of an immediate family member of an employee. "Immediate family" is defined as spouse, children, parents, brother, sister, grandparents, grandchildren, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law and step-children. These hours off must be taken within the immediate proximity of the death.

One day, the day of the funeral, is allowed in the case of the death of an uncle, aunt, nephew or niece. Such time may be charged against sick leave or may be taken as time off without pay.

Section 29.2 Non-Family Members. Employees may be granted time off without pay to attend the funeral of non-family members upon approval of their immediate Supervisor.

Section 29.3 Travel Time. If an employee must travel to attend a funeral, the employee shall notify the Department Head or Township Manager who may allow additional time to the employee, to be taken from sick leave.

ARTICLE 30 **PERSONAL LEAVE DAYS**

Each regular full-time employee is allowed seventy-two (72) hours for personal leave per year which is charged to the employee's individual single sick-leave bank. Employees shall make all requests for personal leave to the Fire Chief for approval. All requests for personal leave shall be in writing a minimum of **ten (10) calendar days** in advance, except in the case of an emergency. Unused personal leave hours are not accumulated from year to year.

ARTICLE 31 **HEALTH AND DENTAL INSURANCE**

Section 31.1 Health Insurance Benefits. Eligible full-time employees are provided with hospitalization and medical insurance coverage the same as non-union employees. Such coverage may be changed from time to time by the Employer. The effective date of coverage is the first day of the month following the date of full-time employment.

Section 31.2 Dental Insurance Benefits. Eligible full-time employees are provided with dental insurance coverage the same as non-union employees. Such coverage may be changed from time to time by the Employer. The effective date of coverage is the first day of the month following 30 days of continuous full-time employment.

Section 31.3 Payment in Lieu of Coverage.

- A. Eligible employees who have health and/or dental insurance available through their spouse or parent shall have the option to decline Township health and/or dental insurance coverage and receive payment in lieu of coverage. **If the employee elects payment in lieu of coverage the employee shall receive a flat rate of \$350 per month for health care and \$35 per month for dental.** Payment in lieu of coverage will be paid on the first payroll of each month (following the last month of coverage). Employees can exercise this option only once per calendar year. Payment in lieu of coverage is fully taxable to the employee electing said payment. Any employee electing not to take health insurance and/or dental

insurance shall sign an Employer provided waiver and shall be subject to any re-enrollment or other requirements imposed by the insurance carrier.

- B. Eligible employees who have a spouse or parent working for the Township who are also eligible for health and dental insurance shall not receive double health and dental insurance coverage under such circumstances. Such employee shall receive payment in lieu of coverage as outlined in Section 30.3 A. above.

ARTICLE 32 **PENSION PLAN**

Each eligible regular full-time employee is provided with a defined contribution pension plan. The Employer will contribute to the plan an amount equal to 10% of the employee's basic annual earnings based upon 2,756 hours paid at the employee's hourly rate. Basic annual earnings does not include overtime, bonuses, commissions, longevity, mileage, deputy stipend, certification, on-call, auto allowance, cash in lieu of benefits, or amounts earned prior to the date of commencement of participation in the plan. Eligible employees must have two (2) years of full-time service to be 100% vested. The effective date of eligibility is the first day of the month following 90 days of continuous full-time employment.

ARTICLE 33 **LIFE INSURANCE**

The Township provides each regular full-time employee with life insurance coverage in the amount of \$35,000. The effective date of coverage is the first day of the month following 30 days of continuous full-time employment.

ARTICLE 34 **DISABILITY AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE**

Section 34.1 Long Term Disability. Eligible full-time employees are provided with long term disability insurance. In the event of a disability due to sickness or injury, full-time employees are provided with disability income of 66 2/3% of the employee's basic monthly earnings, effective 180 days after the date of the illness or injury. Basic monthly earnings does not include commissions, bonuses, overtime pay or any other extra compensation. The effective date of coverage is the first day of the month following 90 days of continuous full-time employment.

Section 34.2 Fire Sick and Accident. Eligible full-time employees of the Fire Department are provided with disability and accidental death and dismemberment insurance coverage.

ARTICLE 35
DEFERRED COMPENSATION

Eligible full-time employees may enroll in a 457 Deferred Compensation Plan under the rules of the Township's Plan Document on a before-tax basis up to a specified amount as determined by the Internal Revenue Code.

ARTICLE 36
PROTECTIVE GEAR AND UNIFORMS

Section 36.1 Protective Gear. The Employer shall furnish to all employees protective equipment for twenty-four (24) hour fire suppression and medical service. Such equipment shall be replaced or repaired by the Employer as deemed necessary. Any gear not issued by the Employer must be approved by Delhi Township prior to its use.

Section 36.2 Uniforms. The Employer shall provide each employee with Duty uniforms as approved by the Fire Chief. Such uniforms shall be replaced by the Employer, if in a worn condition, upon inspection and authorization by the Fire Chief. Old uniforms must be returned to the Employer before a replacement will be issued or if an employee ceases to be an employee. Such replacement shall not be reasonably denied. All efforts shall be made to establish Duty and Station wear consisting of either cotton or nomex blends. Polyester or polyester blends are non-permissible. Successful phasing in of this article and appropriate uniforms shall be made within eighteen (18) months upon ratification and approval of this Agreement.

Section 36.3 Work Boots. The Employer shall provide work boots every 12 months. If an employee wants to purchase different work boots, the employee may do so but must pay for any cost over \$125.00. All such work boots must be approved by the Fire Chief and must meet all required certifications. The Employee must provide a receipt for any boots in order to get reimbursed.

Section 36.4 Uniform Shirts. Uniform shirts shall be worn in a neat and clean manner during all regular duty hours except as specified below:

Uniform shirts may be removed:

- A. When a Chief Officer in command at a fire scene has authorized removal of the shirt because it is considered necessary to alleviate possible heat stress, etc., or
- B. When specifically authorized by the Chief, Assistant Chief, Deputy Chief or Shift Supervisor during a work detail that is best conducted without the regular uniform shirt, and
- C. Only if a Department approved T-shirt is worn in the place of the uniform shirt.

ARTICLE 37
ADDRESS CHANGES

An employee shall notify the Employer in writing of any change in name or address promptly and, in any event, within seven (7) days after such change has been made. The Employer shall be entitled to rely upon an employee's last name and address shown on his/her record for all purposes involving his/her employment.

ARTICLE 38
PERSONNEL RECORDS

Employees shall have the right to examine their personnel files upon request not to exceed twice per year pursuant to and in accordance with the Bullard-Plawecki Employment Right to Know Act, State of Michigan Act 397 of 1978, as amended.

ARTICLE 39
LEGAL PROCEEDINGS

Any employee who is required to appear on behalf of the Township in any legal proceedings during off-duty hours shall be compensated at one and one-half times their regular rate of pay for such time spent, with a two (2) hour minimum. In consideration of receiving their regular pay, employees shall assign to the employer all other remuneration received less meals and mileage.

ARTICLE 40
JURY DUTY

Employees will be given time off with pay for working time lost when called to serve jury duty. Such employees will be paid at their regular rate for all working time lost. In consideration of receiving their regular pay, employees shall assign to the employer all other remuneration received (exclusive of mileage, travel, or meal allowance) for jury duty during the same period. Any employee called to such duty shall return to work promptly when excused from jury duty. The employee shall notify the Employer immediately upon notice that the employee has been summoned.

ARTICLE 41
SAFETY AND HEALTH COMMITTEE

Section 41.1 Committee Appointment. There shall be established a joint Safety and Health Committee. The Union President shall appoint two (2) members. The Chief shall appoint such members as he deems appropriate. Vacancies shall be filled immediately. The Committee will meet as needed or at the request of either the Fire Chief or the Union President at times mutually agreed to by both parties.

Section 41.2 Committee Responsibilities. The Committee shall have the responsibility to:

- A. Promote safety for all department members.
- B. Develop information on accident/injury sources and rates.
- C. Investigate Fire Department facilities and equipment to detect hazardous conditions or unsafe work methods including, but not limited to, training procedures.
- D. Review and analyze all reports of job-related accidents, deaths, injuries, illnesses (exposure to contagious diseases; exposure to hazardous materials).
- E. Review all specifications for protective equipment, apparel, or devices prior to letting out bids for new or renewal contracts for the purchase thereof.
- F. Study hazardous material issues and equipment.
- G. Members appointed to the committee shall have the authority to recommend:
 - 1. Change to, addition to, or purchase and specifications of firefighters' protective apparel and equipment.
 - 2. Department rules and procedures concerning health and safety.
 - 3. Correction of unsafe or harmful working conditions including the setting of a deadline for the abatement of such conditions.

Section 41.3 Committee Findings. The Committee's findings and recommendations shall be advisory only and not constitute any limitation on the managerial prerogatives of the Fire Chief nor the Township.

ARTICLE 42 **WORKMAN'S COMPENSATION**

Section 42.1 Injury and Notification. A "Duty Injury/Illness Leave" shall mean a leave required as a result of the employee incurring an injury/illness while on duty in the employment of the Township, covered by Michigan's Workman's Compensation Act, which the Township will provide. To be eligible for duty injury/illness leave an employee shall immediately notify any illness or injury to his immediate supervisor. Exceptions for "immediate notification" will be made for an injury or illness that progressively worsens over a period of time. However, at a minimum, a timely journal entry must be made in all instances of injury or potential injury.

Section 42.2 Other Benefits. An employee on "Duty Injury/Illness Leave" compensable under worker's compensation shall continue to receive health care insurance for up to one (1) year while on leave. No other fringe benefits shall be paid or accrue during such time unless the employee is also compensated through their sick and/or vacation leave provided by the Township. If the employee is compensated through their sick and/or vacation leave all other benefits and accruals will be continued and paid by the Township in the same manner as other employees.

ARTICLE 43
RETIREMENT INSURANCE BENEFITS

Eligible full-time employees will be provided with retirement benefits the same as eligible non-union employees (current plan attached hereto as Appendix A. Retirement benefits may be changed from time to time by the Employer.

ARTICLE 44
AMERICANS WITH DISABILITIES ACT

The parties acknowledge that they are bound by the Americans with Disabilities Act ("ADA") and its amendments and reserve all rights under the ADA.

ARTICLE 45
RESIGNATION

Any employee desiring to resign from his/her employment with the Employer shall file a letter of resignation with the Assistant Township Manager of Human Resources at least 14 calendar days prior to the effective date of such resignation. Failure to provide that notice shall result in loss of payment for accrued sick leave and/or vacation leave which the employee may have otherwise been entitled to upon separation of employment.

ARTICLE 46
DURATION

This Agreement shall remain in full force and effect from January 1, 2012 to December 31, 2014. It shall continue in full force and effect from year to year thereafter unless written notice of desire to terminate, change or modify the Agreement is served by either party hereto at least sixty (60) days prior to the annual expiration date.

ARTICLE 47
APPROVAL AND RATIFICATION

The Employer shall provide each member of the Association with a copy of this Agreement within thirty (30) days from ratification of the Union and approval of the Delhi Charter Township Board.

DELHI CHARTER TOWNSHIP

DELHI PROFESSIONAL FIREFIGHTERS
ASSOCIATION IAFF LOCAL 4359

Evan Hope, Township Clerk

Matthew Sterling, President

John B. Elsinga, Township Manager

Jeffrey Young, Vice President

Wendy Thielen
Assistant Township Manager-HR

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 7, 2012

RE: Amendment No. 4 to Resolution No. 2007-075 – Designation of Township Parks and Recreational Areas and Public Land Areas

Enclosed for your review and approval is Amendment No. 4 to Resolution No. 2007-075 which designates certain areas within the Township as “Township Parks and Recreational Areas” and “Designated Public Land Areas”.

Pursuant to the Parks Ordinance, the Board needs to designate those properties that will be considered parks and public property under this Ordinance. In November of 2007, the Township adopted Resolution No. 2007-075 designating such properties.

This resolution needs to be amended occasionally to provide an up-to-date listing of all Township parks and recreational areas and public land areas as they are acquired or sold over time. Amendment No. 4 would add several properties acquired from the Ingham County Treasurer due to tax foreclosure along with two properties acquired by the DDA. It also would remove one property the Township no longer owns and correct parcel numbers on several properties that have changed due to land division or correction.

Therefore, I recommend the Board adopt Amendment No. 4 to Resolution No. 2007-075 which updates and designates certain areas of the Township as parks or public land areas to include all additional properties acquired throughout the year.

Recommended Motion:

To adopt Amendment No. 4 to Resolution No. 2007-075 which designates certain areas within Delhi Charter Township as “Township Parks and Recreational Areas” and “Designated Public Land Areas”.



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: May 3, 2012

RE: Adding Properties to the List of Designated Public Land Areas

Attached please find a draft resolution adding seven properties to the list of Designated Public Land Areas. Several of the properties have recently been acquired from the Ingham County Treasurer in accordance with Board action. Two have been acquired by the Delhi Township DDA. One property has been removed because the Township no longer owns the property. In addition, a couple of parcel numbers previously listed have changed due to land divisions. Lastly, it was discovered that a couple of parcel numbers were previously listed incorrectly. These corrections have now been made. I have also included an updated map of all the listed properties.

As you know, we need to continuously update this list to ensure that it includes all Township owned properties so that they are covered under the purview of Ordinance 55.4 (known as the Parks Ordinance). The draft resolution incorporates the changes noted above. Please forward the attached, along with your concurrence, to the Township Board for their consideration and action at the May 15th meeting. If you have any questions, or need additional information, please do not hesitate to ask. Thank you.

DELHI CHARTER TOWNSHIP

AMENDMENT NO. 4 to
RESOLUTION NO. 2007-075

A RESOLUTION TO DESIGNATE CERTAIN AREAS WITHIN THE CHARTER
TOWNSHIP OF DELHI AS "TOWNSHIP PARKS AND RECREATIONAL AREAS" AND
"DESIGNATED PUBLIC LAND AREAS"

At a regular meeting of the Delhi Charter Township Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan 48842 on the 1st day of May, 2012, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ :

WHEREAS, the Charter Township of Delhi has adopted Ordinance No. 55.4 which provides for the hours of operation and rules and regulations in Township Parks and Recreational areas and Designated Public Land areas; and

WHEREAS, Ordinance 55.4 provides that designation of Township Parks and Recreational areas and Designated Public Land areas shall be by Resolution of the Delhi Charter Township Board of Trustees;

NOW THEREFORE, in accordance with Ordinance No. 55.4 IT IS HEREBY RESOLVED THAT:

1. The areas described in Attachment A to this Resolution shall be and are hereby declared to be Township Parks and Recreational Areas.
2. The areas described in Attachment B to this Resolution shall be and are hereby declared to be Township Designated Public Land Areas.
3. This Resolution shall become effective immediately upon its adoption.

AYES:

NAYES:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)
ss)
COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at the regular meeting held on the 1st day of May, 2012.

IN WITNESS THEREOF, I have hereunto affixed my official signature this
____ day of May, 2012.

Evan Hope, Clerk

ATTACHMENT A: Township Parks and Recreational Areas

1. Senior Citizen Park (33-25-05-23-226-001) described as:
D 23-1 BEG 912.7 FT. W'LY ON N SEC LN FROM NE COR OF SEC 23, -S 600 FT., -
W'LY 400 FT, -N TO SD N SEC LN, -E'LY ON SEC LN TO POB ON NE ¼ OF SEC 23,
T3N, R2W.
2. Dead Man's Hill Park (33-25-05-23-400-001) described as:
(D23-24-6) BEG AT CTR SEC 23, TH N89°54'05"E ON E-W 1/4 LN 1541.14 FT TO
W/LY R/W LN CEDAR ST, TH SE'LY ON R/W 76.51 FT ON CURVE TO RT W/RAD
2821.93 FT, TH S87°54'05"W 623.23 FT PLL WITH AND 66 FT S OF E-W 1/4 LN, TH
S21°00'00"W 499.26 FT, TH S57°21'48"W 257.18 FT, TH S89°54'05"W 580 FT, TH
N00°01'35"E 670 FT, TH N89°34'35"E 20.53 FT TO POB, SEC 23, T3NR2W 13.70 AC
M/L
3. J.C. Park (33-25-05-15-402-001) described as:
DP 3050 Lot 1, Webert Park Subdivision No. 1.
4. Kiwanis Park (33-25-05-23-152-010, 23-178-004 & 23-326-001) described as:
(D 23-17-1) S 300 FT OF E 330 FT OF THAT PT OF W 1/2 OF NW 1/4 SEC 23 LYING S
OF HOLT FARMS NO. 1, SEC 23, T3NR2W - 2.27 A.

(D 23-23-1 S 300 FT W 289.92 OF S 1202 FT OF E ½ OF NW ¼ OF SECTION 23, T3N,
R2W. -1.99 A.

(D 23-25-6 BEG ON EW ¼ LN OF SEC AT PT S 89°32'20" E 1016.4 FT FROM W ¼
POST OF SEC, -S89°32'20" E 620.78 FT, -N89°32'20" W 609.9 FT, -N 675 FT TO POB
ON SW ¼ OF SECTION 23, T3N, R2W.
5. Valhalla Park (33-25-05-14-276-002, 14-276-003, 14-276-004 & 14-226-015) described
as:
COM AT E 1/4 POST SEC 14, TH N89°52'W 1129 FT ALG E-W 1/4 LN TO E'LY LN
CONSUMERS POWER CO R/W, TH N24°W 1731.04 FT ALG E'LY LN SD CP CO R/W,
TH E 474.5 FT, TH N 536 FT TO A PT 523 FT S OF N SEC LN, TH E 533.5 FT TO PT
825 FT W OF E SEC LN, TH S 1023 FT, TH E 15 FT, TH S14°26'E 321 FT, TH E 730 FT
TO E SEC LN, TH S 786.25 FT ALG SEC LN TO POB, SEC 14 T3NR2W (45.5 AC)

(D-14-1-7 & D 14-1-8) COM AT PT 1546 FT S OF NE COR SEC 14, TH W 810 FT, TH
S14°26'E 321 FT, TH E 730 FT TO E LN OF SEC, TH N 311 FT M/L ON E SEC LN TO
POB, EXC COM 1546 FT S OF NE COR OF SEC, TH W 550 FT, TH S 165 FT, TH E
550 FT, TH N 165 FT TO POB, SEC 14 T3N R2W.

(D 14-1-7-3) COM AT PT 1546 FT S OF NE COR OF SEC 14, TH W 550 FT, TH S 165
FT, TH E 550 FT, TH N 165 FT TO POB, SEC 14, T3N R2W.

(14-1-6) BEG AT A PT ON E SEC LN 1381 FT S OF NE COR OF SEC 14, TH S 165 FT
ON E SEC LN, TH W 825 FT, TH N 1023 FT, TH E 200 FT, TH S01°30'40"W 297 FT,
TH S88°29'20"E 295 FT, TH S 561 FT, TH E 330 FT TO POB, SEC 14, T3N R2W. 10.87
AC M/L.

COM AT PT 1546 FT S OF NE COR OF SEC 14, TH W 550 FT, TH S 165 FT, TH E 550
FT, TH N 165 FT TO POB, SEC 14, T3N R2W AND COM AT PT 1546 FT S OF NE COR
SEC 14, TH W 810 FT, TH S14°26'E 321 FT, TH E 730 FT TO E LN OF SEC, TH N 311
FT M/L ON E SEC LN TO POB, EXC COM 1546 FT S OF NE COR OF SEC, TH W 550
FT, TH S 165 FT, TH E 550 FT, TH N 165 FT TO POB, SEC 14 T3N R2W AND BEG AT

- A PT ON E SEC LN 1381 FT S OF NE COR OF SEC 14, TH S 165 FT ON E SEC LN, TH W 825 FT, TH N 1023 FT, TH E 200 FT, TH S01°30'40"W 297 FT, TH S88°29'20"E 295 FT, TH S 561 FT, TH E 330 FT TO POB, SEC 14, T3N R2W.
6. Deleted and Reserved for Future Use
 7. Sycamore Park (33-25-05-22-201-022) described as:
LOT 79 BUCKINGHAM ESTATES, ALSO S 1/2 OF OUTLOT A, BUCKINGHAM ESTATES.
 8. Centennial Farms Park (33-05-25-26-103-001) described as:
COM AT W1/4 COR SEC 26, TH N0°E ON W SEC LN 750 FT, TH S89°13'41"E 45 FT, TH N ON E R/W LN AURELIUS RD 933.64 FT TO POB, TH S88°50'E 337.72 FT, TH ON CURVE RT 288.28 FT W/RAD 400 FT & CHD 282.09 FT BRG S68°11'09"E, TH S47°32'20"E 291.34 FT, TH ON CURVE LT 242.49 FT W/RAD 682 FT & CHD 241.21 FT BRG S57°43'29"E, TH ON CURVE LT 175.77 FT W/RAD 670 FT & CHD 175.27 FT BRG N16°51'58"E, TH S89°47'30"W 180.70 FT, TH ON CURVE RT 565.49 FT W/RAD 180 FT & CHD 360 FT BRG N0°12'30"W, TH S89°47'30"W 55 FT, TH S89°51'29"W 60 FT, TH ON CURVE RT 397.74 FT W/RAD 180 FT & CHD 321.62 FT BRG N25°18'50"W, TH N45°09'50"W 226.58 FT, TH N04°09'53"W TO C/L COOK & THORBURN DRAIN 193.75 FT, TH N88°46'07"W ON C/L DRAIN 460.07 FT, TH S0°E ON E R/W LN AURELIUS RD 743.16 FT TO POB, SEC 26 T3NR2W 11.384 AC M/L.
 9. Veteran's Memorial Gardens (33-25-05-14-353-031) described as:
BEG AT PT ON W SEC LN 661.83 FT N00°49'40"E FROM SW COR SEC 14, TH CON'T N00°49'40"E 382.6 FT TO S LN DENNIS DECAMPS ADD NO.1, TH N89°58'20"E ON PLAT LN 357.02 FT TO SE COR LOT 51 DECAMPS ADD NO.1, TH S89°36'11"E 559.67 FT TO SE COR SD PLAT, TH S89°35'43"E 148.45 FT, TH S37°20'12"E 122.79 FT, TH N52°04'17"E 210.72 FT, TH S37°45'44"E ON W LN CEDAR ST 66 FT TO NE COR LOT 24 SUPERVISORS PLAT NO.6, TH S52°06'57"W 211.21 FT, TH S37°46'49"E 296.79 FT, TH N88°51'41"W 255.04 FT, TH N89°51'45"W 359.97 FT, TH N89°56'17"W 751.91 FT TO POB, SEC 14, T3NR2W. 10.96 AC M/L.
 10. Skate & Bike Park described as described in the executed lease agreement between Holt Public Schools and Delhi Charter Township dated May 22, 2006.
 11. The Delhi Township Non-Motorized Pathway as described by Delhi Township Board Resolution No. 2008-064.

ATTACHMENT B: Township Designated Public Land Areas

1. 33-25-05-14-353-011 / 2004 AURELIUS ROAD

(D 14-47-5-1) BEG AT SW COR SEC 14, TH N00°48'49"E 198 FT ALG W SEC LN, TH N90°00'00"E 215 FT PLL W/ S SEC LN, TH S00°48'49"W 198 FT PLL W/ W SEC LN TO S SEC LN, TH S90°00'00"W 215 FT ALG S SEC LN TO POB, SEC 14, T3NR2W. 0.98 AC.M/L.

2. 33-25-05-14-353-031 / 2074 AURELIUS ROAD

BEG AT PT ON W SEC LN 661.83 FT N00°49'40"E FROM SW COR SEC 14, TH CON'T N00°49'40"E 382.6 FT TO S LN DENNIS DECAMPS ADD NO.1, TH N89°58'20"E ON PLAT LN 357.02 FT TO SE COR LOT 51 DECAMPS ADD NO.1, TH S89°36'11"E 559.67 FT TO SE COR SD PLAT, TH S89°35'43"E 148.45 FT, TH S37°20'12"E 122.79 FT, TH N52°04'17"E 210.72 FT, TH S37°45'44"E ON W LN CEDAR ST 66 FT TO NE COR LOT 24 SUPERVISORS PLAT NO.6, TH S52°06'57"W 211.21 FT, TH S37°46'49"E 296.79 FT, TH N88°51'41"W 255.04 FT, TH N89°51'45"W 359.97 FT, TH N89°56'17"W 751.91 FT TO POB, SEC 14, T3NR2W. 10.96 AC M/L. (NEW FOR 1999- A COMBINATION OF 14-376-006, 14-353-030 & PART OF 14-353-026; THE REST OF 14-353-026 BECAME 14-353-032)

3. 33-25-05-14-151-004 / 2332 AURELIUS ROAD

(D 14-26) COM 12 CH 62 LKS N OF W 1/4 POST SEC 14, TH N12"W 8 RODS, TH E 22 RODS, TH S 8 RODS, TH W TO BEG, SEC 14, T3NR2W - 1.1 A.

4. 33-25-05-07-401-006 / 6139 BISHOP ROAD

(D 7-41-2-2) BEG AT NE COR OF NE 1/4 OF NW 1/4 OF SE 1/4 OF SEC 7, TH S 164 FT, TH W 173.9 FT, TH N 164 FT, TH E 173.9 FT TO BEG, SEC 7, T3NR2W.

5. 33-25-05-14-302-039, 33-25-05-14-302-014/ CEDAR STREET , 2150 CEDAR STREET

LOTS 27 & 28 EXC SW 6.5 FT THF, DECAMP'S SUB, SEC 14 T3NR2W

(DP 432 & 433) LOT 29, 30 & N 13 FT OF LOT 31; EXC SW 6.5 FT THF, DECAMP'S SUB

6. 33-25-05-25-326-007 / N CEDAR ROAD

COM @ S 1/4 COR SEC 25, TH N01°17'00"E ON N-S 1/4 LN 1006.54 FT TO N R/W LN CEDAR ST BEING 150' PERP TO S BD C/L, TH N45°01'W ON R/W 250 FT TO POB, TH N01°30'E 295 FT, TH N36°W 430 FT, TH N31°W 740 FT, TH S67°05'10"W 276.26 FT TO N R/W LN BEING 110 FT PERP TO S BD C/L, TH SE'LY ON R/W 1233.74 FT ON CURVE TO LT W/RAD 3709.83 FT & CHD 1228.06 FT BRG S33°37'01"E TO S LN OF N 1/2 OF SW 1/4, TH S88°47'42"E ON R/W 56.23 FT, TH SE'LY ON R/W 80.63 FT ON CURVE TO LT W/RAD 3669.83 FT & CHD 80.63 FT BRG S44°23'14"E, TH S45°01'E ON R/W 124.54 FT TO POB, SEC 25 T3NR2W 8.50 ACRES M/L.

7. 33-25-05-25-453-001 / N CEDAR ROAD

BEG ON C/L OF HOGSBACK ROAD N45°01'W 977.33 FT FROM INT OF C/L W/ S SEC LN, SD INT BEING N88°40'W 1623.81 FT FROM SE COR SEC 25, TH N46°27'30"E 153.6 FT, TH S67°13'30"E 34 FT, TH N14°05'30"E 58.40 FT, TH N19°24'W 526.5 FT, TH N88°40'10"W 266.5 FT TO N-S 1/4 LN, TH S01°17'W ON 1/4 LN 263.77 FT, TH S44°59'W 69.07 FT TO C/L HOGSBACK RD, TH S45°01'E 479.5 FT ON C/L TO POB, SEC 25, T3NR2W 4.47 AC M/L

8. 33-25-05-23-400-005 / 1694 CEDAR STREET

(D 23-26) PT OF NE 1/4 OF SE 1/4 SEC 23 LYING E OF OLD HOGSBACK RD, EXC BEG AT E 1/4 COR OF SEC 23, TH S 1320.5 FT, TH W 49.5 FT TO C/L HOGSBACK RD, TH NW'LY 138.4 FT ON CURVE TO LT W/RAD 440.8 FT & CHD BRG N30°04'W, TH N38°25'W 210 FT TO INT W/ C/L OF COOK & THORBURN DRAIN, TH N24°17'E 56.4 FT, TH N11°30'W 268 FT, TH N18°10'W 453 FT, TH N12°40'E 300 FT, TH S88°51'E 355 FT TO BEG, SEC 23, T3NR2W. ALSO ADJ. 33 FT. OF ABANDONED HOGSBACK RD. (SPLIT FOR 2001: ADDED ADJ. VAC. ROAD R/W, RETAINS ORIGINAL PCL ID #)

9. 33-25-05-14-377-008 / 2022 CEDAR STREET

(DP 2673) LOT 20 EXC NE'LY 66 FT THF, SUPERVISOR'S PLAT NO 6 OF DELHI.

10. 33-25-05-14-303-022 / 2108 CEDAR STREET

(DP 2657) LOT 4 EXC SE'LY 15 FT THF, SUPERVISOR'S PLAT NO. 6 OF DELHI.

11. 33-25-05-14-301-032 / 2179 CEDAR STREET

LOT 5 OF SUPERVISOR'S PLAT #5 OF DELHI, EXC W 360 FT THF, ALSO EXC CLEAR VISION R/W DESC AS BEG @ SE COR LOT 5, TH N38°39'W 10 FT ON NE'LY LOT LN, TH S06°13'W TO S LOT LN, TH N89°39'E ON LOT LN TO POB; ALSO PT LOT 6 SUP PLAT #5 DESC AS BEG @ SE COR LOT 6, TH W 108.7 FT ON S LOT LN, TH NE'LY 88.75 FT TO E'LY LOT LN AT PT 44.05 FT FROM POB, TH S38°34'E 44.05 FT TO POB; ALSO LOT 15 DECAMP'S SUB, EXC SE'LY 49.5 FT FOR NORTH ST, ALSO EXC BEG N39°W 49.5 FT FROM SW COR LOT 15, TH N51°E 43.5 FT, TH N39°W TO N'LY LOT LN, TH S TO NW COR LOT 15, TH S39°E TO POB; ALSO EXC CLEAR VISION R/W DESC AS BEG @ NE COR LOT 15, TH S51°W 10 FT, TH N06°13'E TO N LOT LN, TH E'LY TO POB, SEC 15 T3NR2W. (COMBINATION OF 14-301-023 & 14-301-028 FOR 2002)

12. 33-25-05-15-201-004 / 2419 CEDAR STREET

(D 15-13) COM ON W LN OF US-127 AT PT 300 FT NW'LY FROM ITS INT W/ E-W 1/8 LN OF NE 1/4 SEC 15, TH W 326 FT, TH NW'LY PLL W/ HWY 100 FT, TH E 326 FT, TH SE'LY IN HWY 100 FT TO BEG, SEC 15, T3NR2W.

13. 33-25-05-13-427-006 / COLLEGE ROAD

(DP 3776) LOT 5 COLLEGE ROAD MANOR.

14. 33-25-05-14-305-021 / DECAMP STREET

(DP 408-1) S 1/2 OF LOT 1 DECAMP'S SUBDIVISION.

15. 33-25-05-14-351-004 / 4469 DECAMP STREET

(DP 477) LOT 51 DENNIS DECAMP'S ADDITION NO. 1 TO HOLT.

16. 33-25-05-11-251-007 / 4280 DELL ROAD

COM @ E 1/4 COR SEC 11, TH W'LY ALG E-W 1/4 LN 2524.38 FT TO POB, TH CON'T W'LY ON 1/4 LN 100 FT, TH N0°17'28"E 125 FT, TH E'LY PLL TO 1/4 LN 100 FT, TH S0°17'28"W 125

FT, TH E'LY PLL TO 1/4 LN 100 FT, TH S0°17'28"W 125 FT TO POB, SEC 11 T3NR2W 0.29 AC M/L. NEW PCL FOR 1998; PCL 11-177-002 SPLIT INTO 11-177-003 & 11-251-007

17. 33-25-05-23-400-010 / 1600 CEDAR STREET

(D 23-24-1) COM @ SE COR SEC 23, TH N0°45'17"E ALG E SEC LN 1296.83 FT, TH N37°03'36"W ALG C/L ABANDONED HOGSBACK RD 319.76 FT TO POB, TH S64°17'40"W 162.93 FT TO E'LY R/W FMR L-J RR (NOW CEDAR ST), TH ALG R/W 670.49 FT ALG CURVE TO LT W/RAD 3837.82 FT & CHD 669.64 FT BRG N27°36'29"W, TH ALG R/W N32°36'47"W 216.33 FT, TH N52°56'24"E 33 FT TO C/L ABANDONED HOGSBACK RD, TH ALG SD C/L S37°03'36"E 908.30 FT TO POB, SEC 23 T3N R2W, 1.702 ACRES. (FOR 2001: ADDED ADJ VAC ROAD R/W, RETAINS ORIGINAL PCL ID #)

18. 33-25-05-14-456-002 / JONES ROAD

(DP 32 & 33) LOT 38 & 39 ARLINGTON PARK.

19. 33-25-05-14-427-022 / 4063 KELLER ROAD

DP 2813 LOT 8 EXC W 110 FT, ALSO EXC BEG AT NE COR OF SD LOT 8,-W ALNG N LOT LN 75 FT,-S 155 FT,- E 5 FT,- S TO S LOT LN OF SD LOT,-E 70 FT TO SE COR OF SD LOT,-N 221.2 FT TO POB, SUPERVISORS PLAT NO 11.

20. 33-25-05-15-329-020 / MAIN STREET

(D 15-62) COM 567 FT S OF CTR OF SEC 15, TH S 81 FT, TH W 50 FT, TH N 81 FT, TH E TO BEG, SEC 15, T3NR2W.

21. 33-25-05-32-300-010 / 736 GROVENBURG ROAD

(D 32-16-3 & 32-17) BEG AT W 1/4 COR SEC 32, TH S0°22'57"W 273 FT, TH S89°23'43"E 244 FT, TH N0°22'57"E 273 FT, TH W ALG E-W 1/4 LN 244 FT TO POB, SEC 32, T3N R2W.

22. 33-25-05-19-400-023 / 5961 MCCUE ROAD

(D 19-15-5) BEG @ SE COR SEC 19, TH N89°46'25"W ON S SEC LN 800 FT, TH N PLL TO E SEC LN 329.22 FT, TH S89°46'25"E 800 FT TO E SEC LN, TH S ON E SEC LN 329.22 FT TO POB, SEC 19 T3NR2W 6.05 AC M/L.

23. 33-25-05-30-200-003 / MCCUE ROAD

(D 30-1) BEG ON N SEC LN AT PT S88°13'17"E 1323.38 FT FROM N 1/4 COR SEC 30, TH S88°13'17"E 1323.38 FT ALG N SEC LN TO NE COR, TH S01°34'43"W 985.76 FT ALG E SEC LN, TH N88°14'58"W 1322.94 FT, TH N01°33'10"E 986.41 FT TO POB, SEC 30 T3N R2W 29.9 A M/L.

24. 33-25-05-23-203-005 / MICHAEL AVENUE

(DP 3594-1) S 15 FT OF N 35 FT OF LOT 20, COLE SUBDIVISION.

25. 33-25-05-12-151-002 / PINE TREE ROAD

(D 12-5-4) BEG AT NW COR SEC 12, TH S89°47'40"E 33 FT ALG C/L OF SANDHILL RD, TH S ALG E R/W LN OF PINE TREE RD 1465 FT TO POB, TH E 50 FT, TH N PLL TO R/W LN 100 FT, TH W 50 FT TO R/W LN, TH S ALG R/W LN 100 FT TO POB, SEC 12 T3N R2W.

26. 33-25-05-14-276-003 / PINE TREE ROAD

(D-14-1-7 & D 14-1-8) COM AT PT 1546 FT S OF NE COR SEC 14, TH W 810 FT, TH S14°26'E 321 FT, TH E 730 FT TO E LN OF SEC, TH N 311 FT M/L ON E SEC LN TO POB, EXC COM 1546 FT S OF NE COR OF SEC, TH W 550 FT, TH S 165 FT, TH E 550 FT, TH N 165 FT TO POB, SEC 14 T3N R2W.

27. 33-25-05-14-226-015 / PINE TREE ROAD

(14-1-6) BEG AT A PT ON E SEC LN 1381 FT S OF NE COR OF SEC 14, TH S 165 FT ON E SEC LN, TH W 825 FT, TH N 1023 FT, TH E 200 FT, TH S01°30'40"W 297 FT, TH S88°29'20"E 295 FT, TH S 561 FT, TH E 330 FT TO POB, SEC 14, T3N R2W. 10.87 AC M/L.

28. 33-25-05-14-276-004 / 2347 PINE TREE ROAD

(D 14-1-7-3) COM AT PT 1546 FT S OF NE COR OF SEC 14, TH W 550 FT, TH S 165 FT, TH E 550 FT, TH N 165 FT TO POB, SEC 14, T3N R2W.

29. 33-25-05-15-256-009 / AUDEAN STREET

(DP 1887) E 25 FT LOT 34 & W 25 FT OF LOT 35 STERLING FARMS

30. 33-25-05-23-181-013 / SCHOOLCRAFT STREET

E 66 FT OF W 199 FT OF PCL DESC AS: COM AT CTR SEC 23, TH N ON N-S 1/4 LN 1202 FT, TH W 341.08 FT, TH S'LY 1202 FT, TH E 325.28 FT TO POB, SEC 23, T3NR2W.

31. 33-25-05-15-251-012 / TOLLAND AVENUE

(DP 1877) S 50 FT LOT 25 STERLING FARMS

32. 33-25-05-15-326-003 / WEST BOULEVARD

(D 15-59-1 15-63-1) BEG AT SE COR LOT 109 STERLINGS FARMS NO. 2, TH S 423 FT, TH E 25 FT, TH N 423 FT, TH W 25 FT TO BEG, SEC 15 T3NR2W

33. 33-25-05-22-401-001 / WILCOX ROAD

(DP 3358-1) W 25 FT OF LOT 19 LOVELAND ACRES

34. 33-25-05-14-202-003, 33-25-05-14-202-004, 33-25-05-14-226-010 / MAPLE RIDGE CEMETARY

(D 14-3) COM AT N 1/8 POST OF NE 1/4 SEC 14, TH W 24 RODS, TH S 56 2/3 RODS, TH E 24 RODS, TH N 56 2/3 RODS TO BEG, SEC 14, T3NR2W.

(D 14-2-1) BEG 56 2/3 RDS S OF N 1/8 POST OF NE 1/4 OF SEC 14, TH W 396 FT, TH S24°E 126.3 FT, TH E 343.5 FT, TH N ALG 1/8 LN TO BEG, SEC 14, T3NR2W.

(D 14-1-5) BEG AT NE COR SEC 14, TH S 523.0 FT ON E SEC LN, TH S89°43'50"W 1287.0 FT, TH N 523.0 FT, TH N89°43'50"E 1287.0 FT ON N SEC LN TO POB; EXC COM AT PT S89°43'50"W 330 FT FROM NE COR SEC 14, TH S 523 FT, TH N89°43'50"E 330 FT, TH N 523 FT, TH S89°43'50"W 330 FT TO POB, SEC 14, T3NR2W. 12.11 A M/L.

35. 33-25-05-25-453-001 / N CEDAR ROAD

BEG ON C/L OF HOGSBACK ROAD N45°01'W 977.33 FT FROM INT OF C/L W/ S SEC LN, SD INT BEING N88°40'W 1623.81 FT FROM SE COR SEC 25, TH N46°27'30"E 153.6 FT, TH S67°13'30"E 34 FT, TH N14°05'30"E 58.40 FT, TH N19°24'W 526.5 FT, TH N88°40'10"W 266.5 FT TO N-S 1/4 LN, TH S01°17'W ON 1/4 LN 263.77 FT, TH S44°59'W 69.07 FT TO C/L HOGSBACK RD, TH S45°01'E 479.5 FT ON C/L TO POB, SEC 25, T3NR2W 4.47 AC M/L

36. 33-25-05-14-226-009 / 4149 WILLOUGHBY ROAD

(D 14-1-7-2) COM 1287 FT W OF NE COR SEC 14, TH S 523 FT, TH W 71.5 FT, TH N ALG 1/8 LN 523 FT TO N SEC LN, TH E 73 FT TO POB, SEC 14 T3N R2W.

37. 33-25-05-20-300-007 / 5938 MCCUE ROAD

BEG @ SW COR SEC 20, TH N0°6'55"W ON W SEC LN 659.82 FT, TH N89°50'47"E 1319.77 FT, TH S0°06'55"E 660.41 FT, TH S89°52'20"W 1319.77 FT ON S SEC LN TO POB, SEC 20 T3N R2W 20 AC +/- (SPLIT FROM 33-25-05-20-300-005 FOR 2002 ROLL)

38. 33-25-05-24-100-019 / HOLT ROAD

COM @ N 1/4 COR SEC 24 TH S89°52'11"E ALONG N SEC LN 101.21 FT, TO W LN EXEND OF HOLLOWAY DR, TH S0°07'49"E ALONG SD EXTND W LN 100 FT TO POB, TH CON'T S0°07'49"E ALONG SD W LN 683.89 FT, TH 640.78 FT, TH S0°01'09"E 787.97 FT, TH W 764.74 FT, TH N0°22'54"W ON W LN OF E 1/2 NW 1/4 1521.66 FT, TH E ON S LN HOLT RD 1315.66 FT TO N-S 1/4 LN, TH N89°52'11"E ALONG SD S LN 51.06 FT, TH S45°07'49"E ON CLR VISION R/W 70.71 FT TO POB, SEC 24 T3NR2W. 37.738 AC +/- (SPLIT FOR 2003: PARENT PCL 24-100-018 SPLIT TO --019 & -020)

39. 33-25-05-11-226-007 / 2947 PINE TREE ROAD

COM @ NE COR SEC 11, TH S00°10'31"E 378.50 FT ALG E LN SEC 11 TO POB; TH S00°10'31"E 718.31 FT ALG E LN SD SEC TO PT 25 FT N OF N BANK SYCAMORE CREEK, TH ALG INT TRAV LN ALG N BANK SYCAMORE CREEK N83°22'40"W 151.71 FT TO PT 93 FT +/- FROM N BANK OF CREEK, N47°24'57"W 103.98 FT TO PT 28 FT +/- NE'LY OF CREEK EDGE, N85°36'58"W 145.23 FT TO PT 22 FT +/- N OF CREEK EDGE, S67°39'56"W 172.02 FT TO PT 29 FT +/- N OF CREEK EDGE, N62°01'30"W 165.73 FT TO PT 21 FT +/- E OF CREEK EDGE & N24°37'23"W 84.00 FT TO PT 20 FT +/- E OF CREEK EDGE; TH S89°49'35"W 72.29 FT ACROSS SYCAMORE CREEK TO PT 6 FT +/- W OF CREEK EDGE & ON N LN LOT 16 PINE-DELL SUB, TH S89°49'35"W 95.56 FT ALG N LN LOT 16 TO PT 12 FT +/- FROM CREEK EDGE, TH N32°31'15"W ON INT TRAV LN ALG S'LY BANK 155.29 FT TO PT 50 FT +/- E FROM CREEK EDGE, TH S79°15'03"W 100.00 FT ACROSS SYCAMORE CREEK TO PT 10 FT +/- W OF CREEK EDGE, TH S79°15'03"W 247.08 FT ON N'LY SIDE OF CREEK TO PT 5 FT +/- E OF CREEK EDGE, TH S79°15'03"W 44.48 FT ACROSS SYCAMORE CREEK TO PT 5 FT +/- W OF CREEK EDGE, TH S10°15'25"E ON INT TRAV LN ALG S'LY BANK OF CREEK 185.90 FT TO PT ON N LN PINE-DELL SUB BEING 19 FT +/- W OF CREEK EDGE, TH N89°52'49"W 35.58 FT ON N LN LOT 20 PINE-DELL SUB TO NW COR SD PLAT, TH S00°07'11"W ALG W LN PINE-DELL SUB 282.33 FT, TH S89°59'17"W 786.55 FT PLL W/ E-W 1/4 LN SEC 11, TH N15°36'07"W 713.22 FT TO S'LY R/W LN I-96, TH N60°34'05"E ALG R/W LN 1278.04 FT TO N LN SEC 11, TH N89°54'03"E ALG N LN 553.48 FT, TH S00°10'31"E 264.00 FT PLL W/ E LN SEC 11, TH N89°54'03"E 297.00 FT PLL W/ N SEC LN, TH S43°52'19"E 152.10 FT, TH S00°10'31"E 4.67 FT PLL W/ E SEC LN, TH E 258 FT TO E SEC LN & POB, PCL INCL LAND BETWEEN INT TRAV LN & EDGE OF SYCAMORE CREEK. SEC 11 T3N R2W, 44.47 AC +/- (FOR 2004: 11-177-003 SPLIT TO 11-177-004 AND 11-226-007 3/03; PARCEL 11-226-004 COMBINED WITH 11-226-007 10/03)

40. 33-25-05-15-176-021 / WEST BOULEVARD

PT LOT 90 STERLING FARMS NO. 2 DESC A BEG ON E LOT LN 83.16 FT S OF NE COR LOT 90, TH CON'T ON E LOT LN S 50.01 FT TO SE COR LOT 90, TH N88°56'56"W ON S LOT LN TO SW COR LOT 90, TH N ON W LOT LN 66.01 FT, TH S88°56'56"E 528.38 FT, TH S 16 FT, TH S88°56'56"E 200.03 FT TO POB, SEC 15 T3N R2W. (SPLIT ALONG WITH 15-176-020 FROM PARENT PCL 15-176-002 FOR 2004)

41. 33-25-05-19-100-011 / 1988 WAVERLY ROAD

BEG @ NW COR SEC 19 TH S89°50'26"E 233.00 FT, TH S0°21'28"E 233.00 FT, TH N89°50'26"W 233.00 FT, TH N0°21'38"W 233.00 FT TO POB, SEC 19 T3N R2W, 1.25 AC +/- (SPLIT FOR 2004 FROM PARENT 19-100-010 ALONG WITH 19-100-012 & -013, & 6' PT -010 ADDED TO -003 TO CREATE -014)

42. 33-25-05-29-100-013 / 5961 MCCUE ROAD

NW 1/4 OF SEC 29, EXC BEG ON W SEC LN AT PT 165.81 FT N OF W 1/4 COR, TH N 323 FT ALG W SEC LN, TH N88°29'30"E 230 FT, TH S 323 FT, TH S88°29'30"W 230 FT TO POB. ALSO EXC BEG ON W SEC LN AT A PT 1084.98 FT S OF NW COR OF SEC 29, TH N89°55'53"E 255 FT, TH S 363 FT, TH S89°55'53"W 255 FT TO W SEC LN, TH N ALG W SEC LN 363 FT TO POB, SEC 29, T3N R2W. 156.18 ACRES +/- (FOR 2004: 0.1667 ACRE PARCEL SPLIT FROM 29-100-011 AND COMBINED WITH 29-100-003 TO CREATE 29-100-012 & REMAINDER 29-100-013)

43. 33-25-05-14-376-054 / 2045 CEDAR STREET

LOTS 42, 43 & PT LOT 38 SUPERVISORS PLAT NO. 6 OF DELHI, BEG @ COR BETW LOTS 43 & 44 ON CEDAR ST R/W, TH S54°26'51"W 132 FT TO SW COR LOT 43, TH N88°58'02"W 78.60 FT, TH N03°08'35"E 1.79 FT, TH N86°02'25"W 77.25 FT TO W LN LOT 38, TH N04°06'45"E 177.12 FT TO NW COR LOT 42, TH S86°02'25"E 186.03 FT TO NE COR LOT 42, TH S34°04'18"E ALG CEDAR ST R/W 115.40 FT TO POB, SEC 14 T3N R2W. (NEW FOR 2004: COMB OF 14-376-017, -028 & -029)

44. 33-25-05-26-100-005 / 1492 AURELIUS ROAD

(26-7-2) BEG AT NW COR SEC 26, TH S88°11'50"E 1318.29 FT ALG N SEC LN TO E LN OF NW 1/4 OF NW 1/4 OF SEC 26, TH S00°16'23"E 278.87 FT ALG SD E LN TO RANDOM TRAV LN SD PT BEING 21 FT N OF C/L COOK & THORBURN DRAIN, TH ALG SD TRAV LN N84°15'58"W 87.49 FT, N72°45'30"W 280.91 FT, N85°55'42"W 216.15 FT & N89°22'52"W 748.05 FT TO W SEC LN, TH N00°00'00"E 204.9 FT TO POB, INCL LAND BETWEEN TRAV LN & C/L OF DRAIN, SEC 26, T3NR2W 6.87 ACRES M/L

45. 33-25-05-15-351-005 / EIFERT ROAD

PT OF THE SW ¼ OF SEC 15, DESC AS BEG AT SW COR SEC 15; TH N0°51'49"W 1612.19 FT ALG W SEC LN, TH N89°08'11"E 330.00 FT, THENCE N0°51'49"W 645.62 FT PLL W/WEST SEC LN TO C/L MUD LAKE DRAIN, TH N53°02'20"E 566.66 FT ALG SD C/L, TH N43°33'51"E 42.18 FT ALG SD C/L TO E-W ¼ LINE, TH S89°51'15"E 502.95 FT ALG SD ¼ LN TO E LN OF W ½ SW ¼, TH S0°47'26"E 647.00 FT ALG SD E LN, TH N90°E 655.61 FT, TH S51°30'27"W 8.74 FT, TH S40°51'10"W 88.40 FT, TH S46°39'45"W 88.67 FT, TH S26°38'45"W 82.82 FT, TH S90°W 15.52 FT, TH S0°W 80.00 FT, TH N90°E 80.00 FT, TH N0°E 80.00 FEET, TH S90°W 30.92 FT, TH N26°38'45"E 62.92 FT, TH N46°39'45"E 63.56 FT, TH N40°51'10"E 95.85 FT, TH N51°30'25"E 55.95 FT, TH N90°E 25.69 FT TO S'LY EXT OF W LN OF WEST STREET AT A PT S0°E 80 FT FROM SE COR OF LOT 109 STERLING FARMS NO. 2, TH S0°E

343.00 FT M/L, TH N89°50'12"E 589.93 FT M/L TO N-S ¼ LINE, TH S0°43'02"E 562.49 FT ALG SD N-S ¼ LN, TH S89°50'12"W 1318.41 FT TO E LN OF W ½ OF SW ¼, TH S0°47'26"E 1090.01 FT ALG SD E LN TO S SEC LN, TH S89°50'12"W 272.71 FT ALG SD S LN, TH N0°09'48"W 200.00 FT, TH S89°50'12"W 85.00 FT, TH S0°09'48"E 200.00 FT TO S SEC LN, TH S89°50'12"W 300.90 FT ALG SD S SEC LN, TH N0°09'48"W 233.00 FT, TH S89°50'12"W 150.00 FT, TH S0°09'48"E 233.00 FT, TH S89°50'12"W 508.40 FT ALG SD SEC LN TO POB, SEC 15 T3N R2W, 91.06 ACRES M/L. (NEW FOR 2005: 15-351-004 COMB W/PARTS OF PCLS 15-326-002 & -005 TO CREATE 15-351-005, REST OF PCLS BECAME 15-330-001)

46. 33-25-05-25-101-018 / 1465 N CEDAR ROAD

LOT 1 SUPERVISORS PLAT OF ROSE MILLS FARM, EXC BEG AT SW COR LOT 1, TH N ALG W LOT LN 78.59 FT, TH N68°53'22"E PLL TO S LOT LN 162.35 FT TO E'LY LOT LN, TH S23°11'07"E ALG E'LY LOT LN 73.36 FT TO SE COR OF LOT 1, TH S68°53'22"W ALG S LOT LN 193.32 FT TO POB.

47. 33-25-05-15-401-007 / RICHARD STREET

(D15-78) COM AT S 1/4 COR OF SEC.15, TH N00°06'31"W 1316.21 FT TO NW COR OF BLOOMFIELD PARK SUBD. AND POB, TH N00°05'30"W 1305.65 FT TO CTR OF SEC.15, TH S89°28'17"E 217.93 FT TO NW COR OF WEBERT PARK SUBD. TH ALNG W LINE OF WEBERT PARK SUBD., THE FOLLOWING 4 COURSES: S07°11'03"E 146.19 FT (147 FT PLAT); TH ALNG CURVE LEFT HAVING RADIUS 316 FT, LENGTH OF 152.64 FT, CHORD BEARING S54°00'54"E 151.16 FT (152 FT PLAT); TH ALNG CURVE LEFT HAVING RADIUS OF 884 FT, LENGTH OF 301.96 FT, CHORD BEARING S81°41'27"E 300.49 FT (302 FT PLAT) TO NW COR OF LOT 81 WEBERT PARK, TH S00°12'34"E 531.17 FT (531.4 FT PLAT) TO NW COR OF LOT 74, WEBERT PARK; TH N89°04'08"W 135 FT, TH S00°12'34"E 62.97 FT (63 FT DEED), TH S89°04'08"E 135 FT TO SW COR OF SD LOT 74, TH ALNG W LN S00°12'34" E 240.31 FT, TH N89°04'08"W 230.93 FT, TH S00°04'08"E 52.59 FT, TH N89°04'08"W 239.72 FT, TH S00°04'08"E 150 FT TO N LINE OF RICHARD STREET, TH ALONG SAID N LINE N89°04'08"W 186.49 FT TO POB. 15.244 ACRES M/L. SPLIT ON 01/18/2006 FROM 33-25-05-15-401-006;

48. 33-25-05-14-377-007 / 2024 CEDAR STREET

(DP 2672-1) S 45 FT OF LOT 19 SUPERVISOR'S PLAT NO 6 OF DELHI.

49. 33-25-05-14-377-005 / 2034 CEDAR STREET

(DP 2671) LOT 18 SUPERVISOR'S PLAT NO 6 OF DELHI.

50. 33-25-05-14-377-006 / 2032 CEDAR STREET

(DP 2672) LOT 19 EXC S 45 FT THF, SUPERVISOR'S PLAT NO 6 OF DELHI.

51. 33-25-05-14-301-013 / 2185 CEDAR STREET

(DP 2643) LOT 6 EXC BEG AT SE COR -W 108.7 FT ON S LOT LINE - NE'LY 88.75 FT TO E'LY LOT LINE AT PT 44.05 FT FROM BEG - S 38 DEG 34' E 44.05 FT ON E LOT LINE TO BEG SUPERVISOR'S PLAT NO 5 OF DELHI.

52. 33-25-05-14-351-003 / 4471 DECAMP STREET

(DP 475 476) E 1/2 OF LOT 49, ALSO LOT 50 ENTIRE DENNIS DECAMP'S ADDITION NO. 1 TO HOLT.

53. 33-25-05-14-377-023 / 4302 VETRANS DRIVE

E 66 FT OF LOT 20, SUPERVISOR'S PLAT NO.6 OF DELHI, ALSO PCL LYING NE'LY OF PCL WITH & ADJ TO N 45 FT OF E'LY LN LOT 20, PCL BEING 50 FT NE'LY & SW'LY BY 45 FT NW'LY & SE'LY, SEC 14 T3N R2W.

54. 33-25-05-15-351-003 / 4904 HOLT ROAD

(D 15-67-4) BEG 959.3 FT E OF SW COR SEC 15, TH N 200 FT, TH E 85 FT, TH S 200 FT, TH W 85 FT TO BEG, SEC 15, T3NR2W.

55. 33-25-05-17-100-021 / "ROMAR PARK" VACANT HOUGHTON HOLLOW

ROMAR PARK (PRIVATE), HOUGHTON HOLLOW ESTATES, SEC 17 T3NR2W

57. 33-25-05-14-382-008 / 0 PARK LANE

LOT 11 ARLINGTON PARK

58. 33-25-05-14-301-022 / 4444 NORTH STREET

COM. ON W'LY LINE OF LOT 15, AT PT. N. 39 DEG W. 49.5 FT. FROM SW'LY COR. OF LOT-N. 51 DEG E. 43 1/2 FT.- N. 39 DEG W. TO N'LY LINE OF LOT 15-W. TO NW COR OF LOT 15-S 39 DEG E TO BEG DECAMP'S SUBDIVISION.

59. 33-25-05-14-382-009 / 2017 PARK LANE

LOT 12 ARLINGTON PARK.

60. 33-25-05-14-427-026 / 2150 DEPOT STREET

PT OF LOT 18 SUPERVISOR'S PLAT NO.11 OF DELHI, COM AT NW COR OF LOT 18, TH S23°55'00"E ON W'LY LOT LN 200 FT TO POB, TH CON'T ALG W'LY LOT LN S23°55'00"E 114.2 FT TO MOST S'LY LOT CORNER, TH N45°47'20"E ON LOT LN 175.73 FT TO SE'LY COR OF SD LOT, TH N00°24'10"W ON E LOT LN 30 FT, TH S89°35'50"W 100 FT, TH S56°38'10"W 86.26 FT TO POB, SEC 14, T3NR2W 0.329 AC M/L

61. 33-25-05-11-401-009 / 0 DELL ROAD

BEG @ A PT ON E-W 1/4 LN 1725.79 FT S89°55'20"W FROM E 1/4 COR SEC 11, TH S00°06'29"E 200 FT, TH S89°55'20"W 38 FT, TH N00°06'29"W 200 FT, TH N89°55'20"E ON 1/4 LN 38FT TO POB, SEC 11 T3N R2W 0.17 AC +/-

62. 33-25-05-14-301-011 / 2191 CEDAR STREET

LOT 8, SUPERVISORS PLAT NO.5, ALSO COM AT CTR LN OF CEDAR ST AT A PT 663.5 FT S & 634 FT E OF W 1/4 PST OF SEC.14, -W 230.3 FT, -NW'LY PLL WTH CTR LN OF CEDAR ST 50.25 FT TO POB, -PLL WTH NW BOUNDARY OF LOT 8, SUP'V. PLAT NO.5 TO CTR OF CEDAR ST., -NW'LY ON CTR LN OF CEDAR ST 2.75 FT, -SW'LY TO POB, BEING PART OF LOT 7, SUPERVISOR PLAT NO.5.

63. 33-25-05-23-101-029 / ELM STREET

(DP 622) W. 247 FT. OF LOT 33 HOLT FARMS NO. 1.

64. 33-25-05-14-377-020 / 4294 VETERAN'S DRIVE

LOT 66, ARLINGTON PARK SUBD. ALSO A PARCEL OF LAND BEING PART OF LANSING - JACKSON RAILWAY CO. R/W (CONSUMERS POWER CO,) 50 FT NE'LY & SW'LY BY 120 FT NW'LY & SE'LY LYING SW'LY & ADJ TO S'LY LN OF LOT 66, ARLINGTON PARK. SEC 14, T3NR2W.

65. 33-25-05-24-277-001, 33-25-05-24-277-002, 33-25-05-24-277-003 / DDA PLAT ON HOLLOWAY DRIVE

LOT 1 DDA SUBDIVISION SEC 24 T3N R3S 3.35A +/-

SANITARY SEWER AREA DDA SUBDIVISION SEC 24 T3N R2W 1.647 +/-

(D24-1) PART OF NE 1/4 OF SEC 24 T3NR2W DESC AS: BEG ON E SEC LN AT PT N00D 18' 25"W 505.44 FT FROM E 1/4 COR OF SEC 24; S89D 41' 17" W 295.04FT; N00D 18' 25"W 204.36FT; S89D 41' 17"W 103.79FT; S00D 18; 25 E 124.36FT; S89D 41' 17"W 446.17FT; N00D 18' 25"W 360FT; N89D 41' 17"E 845FT TO E SEC LN; S00D 18" 25"E 440 FT ALNG SD E LN TO POB 7.23A +/-

66. 33-25-05-13-177-015 / KIRKLAND PARK

KIRKLAND PARK, KELLER'S RIDGE SUBD. SEC. 13,T3N,R2W.

67. 33-25-05-08-152-003 / GROVENBURG ROAD

OUTLOT A EXC. N 32 FT. ALSO EXC S 32 FT. KRAUS ACRES.

68. 33-25-05-08-152-007 / GROVENBURG ROAD

THAT PT OF W 1/2 OF NW 1/4 OF SEC 8 LYING S OF I-96 ROW EXC KRAUS ACRES SUB & EXC THE S 66 FT THF, SEC. 8, T3N R2W. 6.43 AC M/L

69. 33-25-05-14-428-003 / 2224 DELHI NE STREET

(DP 2810-1) S 94 FT OF LOT 6 SUPERVISOR'S PLAT NO 11 OF DELHI.

70. 33-25-05-14-353-011 / 2004 AURELIUS ROAD

(D 14-47-5-1) BEG AT SW COR SEC 14, TH N00°48'49"E 198 FT ALG W SEC LN, TH N90°00'00"E 215 FT PLL W/ S SEC LN, TH S00°48'49"W 198 FT PLL W/ W SEC LN TO S SEC LN, TH S90°00'00"W 215 FT ALG S SEC LN TO POB, SEC 14, T3NR2W. 0.98 AC.M/L.

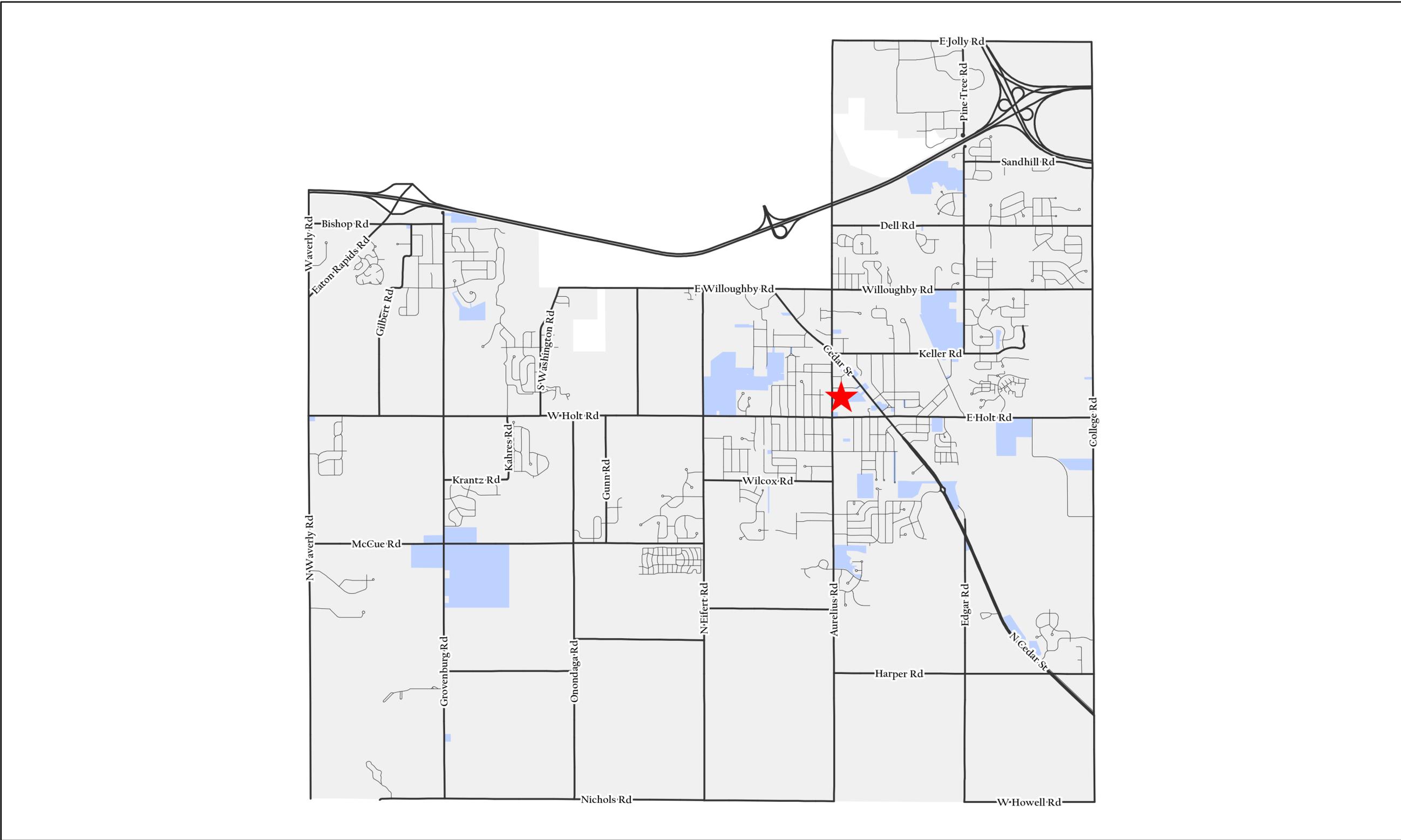
71. 33-25-05-14-377-004 / 2040 CEDAR STREET

(DP 2670) LOT 17 SUPERVISOR'S PLAT NO 6 OF DELHI.

72. 33-25-05-11-376-010 / WILLOUGHBY ROAD

D 11-30-5 THAT PART OF SW 1/4 OF SE 1/4 OF SEC 11 LYING S & W OF CONSUMERS POWER CO R/W, SEC 11,T3NR2W.

Properties Owned by Delhi Township



Legend

- ★ Community Services Center
- Streets
- Property Owned by Delhi Township



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.

Map Source: Delhi Charter Township
Map Printed: Wednesday, April 25, 2012



DELHI CHARTER TOWNSHIP

M E M O R A N D U M

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 9, 2012

RE: Award Bid for Campus Drive Sidewalk and Pedestrian Crossing Construction – Perfitt Excavating, Inc.

In 2005 a Safe Routes to School (SR2S) program was included in the federal transportation bill to assist states' funding of new sidewalks and traffic calming projects. The SR2S movement is a "worldwide movement to make it safe, convenient and fun for children to bicycle and walk to school.

Therefore, staff from both the Township and Holt Public Schools joined in a collaborative effort to review areas within the Township where sidewalks were critical to meet the objectives of SR2S. We identified the lack of sidewalks along Washington Road, Ambler Street and within the school campus as gaps that would meet the objectives of SR2S for the children that attend Horizon Elementary School.

Working with staff from Horizon we submitted a grant application and were notified of an award in the amount of \$207,774 through SR2S. However, this grant award would only pay for the sidewalks along Washington, Willoughby and Ambler. The additional connector sidewalk along Campus Drive and pedestrian crossing are needed to complete this safe route to school but because it is located on the Holt Public School campus was not eligible for grant money. Therefore, in December of 2011 both the Holt Board of Education and the Township Board approved sharing the cost of the construction of this sidewalk and pedestrian crossing estimated at \$70,000 or \$35,000 each.

On April 26, 2012 bids were received from 3 bidders with the low bid being from Perfitt Excavating, Inc. in the amount of \$54,301. Therefore, I recommend the Board award the bid for this project to Perfitt Excavating, Inc. in the amount of \$54,301 with 50% being billed to the Holt Public Schools upon completion. Once the bid has been awarded, the contract documents will be drafted and reviewed by the Township's attorney. The contract documents will then be presented to the Board at a subsequent meeting for approval.

RECOMMENDED MOTION:

To award the bid for the Campus Drive Sidewalk and Pedestrian Crossing to Perfitt Excavating, Inc. in the amount of \$54,301 to be shared with the Holt Public Schools for a total Township portion of \$27,150.50.



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: Thursday, May 10, 2012

RE: Bid for Campus Drive Sidewalk – Recommendation

I have worked closely with Horizon Elementary principal (Dr. David Hornak) for the better part of two years to formulate, apply for and receive a significant grant under the Safe Routes 2 School (SR2S) program. There were two main infrastructure projects proposed under the original grant application. The first was the Washington Road sidewalk, which was fully funded and will be constructed this summer (\$220K+). The second project was for the installation of a sidewalk and enhanced crosswalks along Campus Drive between the 9th Grade Campus and Horizon Elementary. This project was deemed ineligible for SR2S funding by the State because Campus Drive is a private road owned and maintained by the Holt School District.

While we were very appreciative of receiving the large grant for the Washington Road sidewalk, the lack of eligibility for the Campus Drive sidewalk was surprising and unfortunate. A lack of a sidewalk on Campus Drive would leave a large infrastructure deficiency in an otherwise very comprehensive plan. One of the initial purposes identified by the SR2S working group was to create the necessary sidewalks to permit children to walk all the way to school and relieve congestion around the school buildings. The Campus Drive sidewalk and crosswalks are an integral part of achieving this goal. Further, the project is consistent with the goals identified in the Township's adopted Non-Motorized Transportation Plan.

After discussion with the Holt Schools District and our Board, it was determined that the two entities would each contribute half of the cost towards the construction of the Campus Drive project. The Holt School Board has committed to this arrangement. It will allow the Township to maximize the impact of the Washington Road sidewalk, the construction of which was previously included in the Township's budget. Since grant funding was received for Washington Road sidewalk, working together with the school district has enabled the Township to increase the overall impact of a much smaller expenditure.

Bids for the Campus Drive project were opened on April 26th. Happily, all of the prices came in significantly less than the originally estimated cost of \$70,000. In fact, at this time we are recommending that the Township accept the proposal from Perfitt Excavating, Inc. in the amount of \$54,301.00. This is a lump sum contract and includes both alternates specified in the bid documents. The Township will administer the contract and, upon project completion,

will invoice the school district for its share. The Township's share for this contract will be \$27,150.50.

Please let me know if you have any questions or require any additional information. I respectfully request that you forward this recommendation, along with your concurrence, to the Township Board for consideration and action at the May 15th meeting. Assuming the bid is accepted, I will begin to work with the selected contractor to finalize contract documents for final approval at an upcoming meeting. Thank you.



LANDSCAPE ARCHITECTS & PLANNERS, INC.

Landscape Architecture • Site Design • Land Planning

809 Center St., Suite 1, Lansing, Michigan 48906 - 517.485.5500 - info@lapinc.ne 1

May 9, 2012

Ms. Tracy Miller, Director
Delhi Township Community Development
2074 Aurelius Road
Holt, Michigan 48842

RE: CAMPUS ROAD SIDEWALK

Dear Ms. Miller,

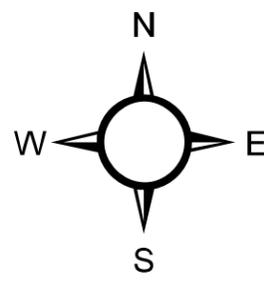
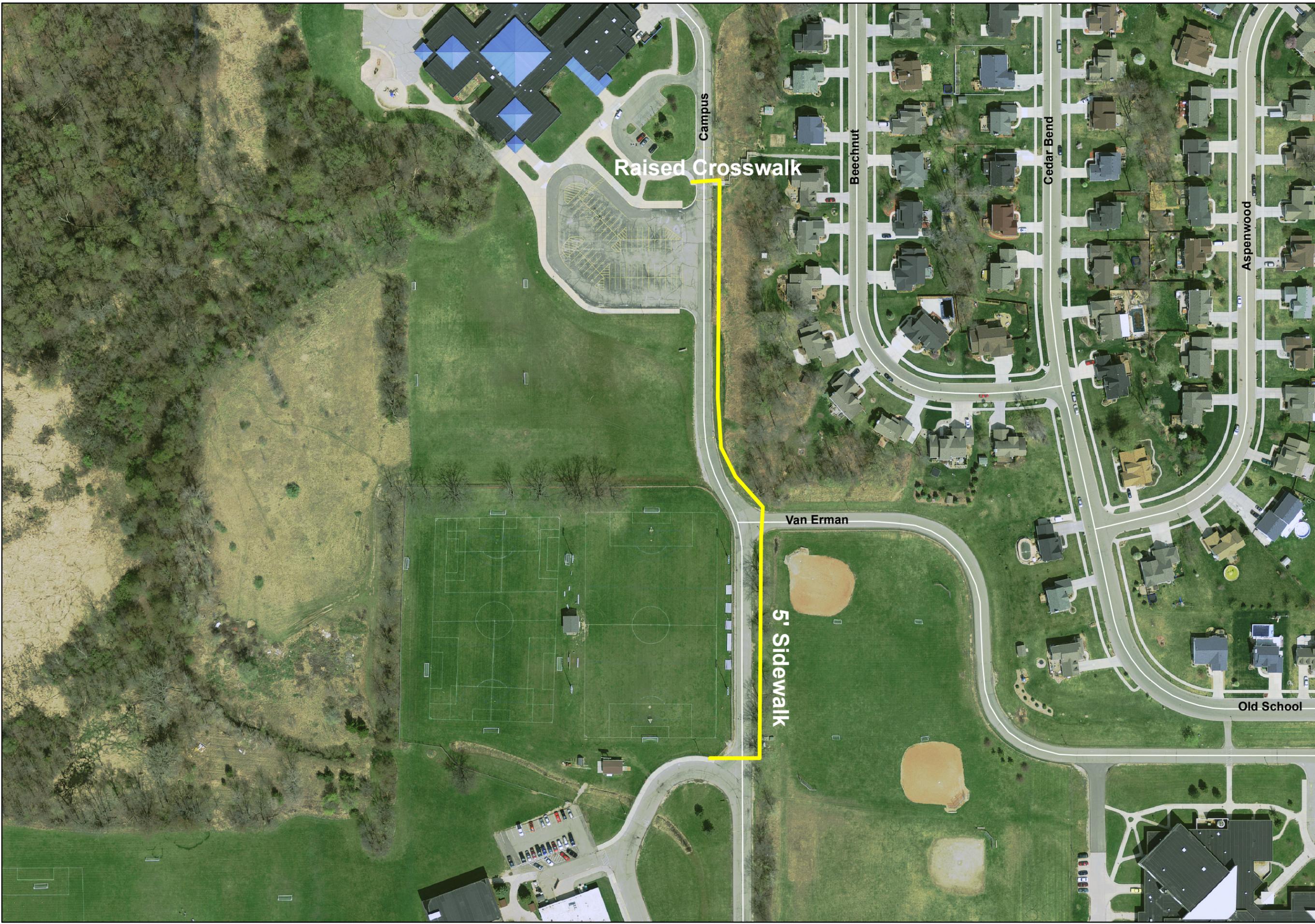
Bids were opened for the Campus Road Sidewalk project on April 26, 2012 at 2:00 pm EST. A total of four bids were submitted. The lowest three bidders are as follows:

Perfitt Excavating, Inc.	Lump Sum Price	\$42,705.00
	Alternate 1	\$ 5,798.00
	Alternate 2	\$ 5,798.00
Moore Trospen Construction Co.	Lump Sum Price	\$43,200.00
	Alternate 1	\$ 6,365.00
	Alternate 2	\$ 5,955.00
Able Concrete, Inc.	Lump Sum Price	\$52,140.00
	Alternate 1	\$ 7,011.00
	Alternate 2	\$ 6,613.00

LAP recommends Perfitt Excavating, Inc., 1957 Seven Gables Road, Dansville, MI 48819, to be awarded the Campus Road Sidewalk project along with acceptance of both alternates for a total bid amount of **\$54,301.00**. Please contact us if you have any questions. Thank you for your assistance in this bidding process.

Sincerely,

Robert Ford
Landscape Architect



**Projects that Did Not Receive SR2S Funding
Proposed for Joint Funding Twp/District**