

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, June 6, 2012 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Clerk Hope called the meeting to order at 8:03 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Treasurer Roy Sweet, Clerk Evan Hope, Trustees John Hayhoe, Jerry Ketchum, DiAnne Warfield

Members Absent: Supervisor Stuart Goodrich, Trustee Derek Bajema

Others Present: John Elsinga, Township Manager
Al McFadyen, DDA Executive Director
Jim Felton, Director of Information Technology
Lt. Eric Trojanowicz, Ingham County Sheriff's Office/Delhi Division
Allan Spyke, Under Sheriff, Ingham County Sheriff's Office
Mark Jenks, Director of Parks & Recreation
Nicole Wilson, Assessor
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Miller, Director of Community Development
Wendy Thielen, Assistant Twp. Mgr. of Human Resources

COMMENTS FROM THE PUBLIC - None

INGHAM COUNTY SHERIFF'S OFFICE –DELHI DIVISION

- Parks officers will help keep Delhi parks safe and attractive.
- Encouraged continuation of successful school resource officer.

DEPARTMENT OF PUBLIC SERVICES

2011 Accomplishments

Capital Improvements

- Began Lift Station D Improvements.
- Began Sludge Dryer Project.
- Re-implemented Township vehicle 10-year rotation replacement plan-purchased four vehicles.

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012

Operations/Collections/Building and Grounds maintenance/Cemeteries/Stormwater

- Continue to encourage staff development through education and technical training.
- Continue monthly safety meetings/training.

Operations

- Maintain zero National Pollutant Discharge Elimination System Permit violations.

Collections

- Purchased used night owl camera for sewer televising.
- Continue identifying and eliminating infiltration and inflow from Township manholes.
- Continue centralizing data and access through GIS.

Building and Grounds Maintenance

- Continue Energy Savings at the Community Services Center.

Cemeteries

- Continue grounds improvement efforts.

Stormwater

- Continue activities associated with Storm Water Pollution Prevention Initiative (SWPPI) commitments.

Community Outreach Programs

- Continue with Community Outreach programs.

2012 Goals

Capital Improvements

- Continue Lift Station D Improvements.
- Continue Township vehicle 10-year rotation replacement plant-purchase two vehicles.
- Begin multi-year replacement program of Community Services Center window treatments.
- Begin multi-year replacement program of Community Services Center roof.

Operations/Collections/Building and Grounds Maintenance/Cemeteries/Stormwater

- Encourage staff development through education and technical training.
- Continue monthly safety meetings/training.

Operations

- Maintain zero National Pollutant Discharge Elimination System Permit violations.

Collections

- Continue identifying and eliminating infiltration and inflow from Township manholes.
- Continue centralizing data access through GIS.

Building and Grounds Maintenance

- Continue Energy Savings at the Community Services Center.

Cemeteries

- Continue grounds improvement efforts.

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012

Stormwater

- Continue activities associated with Storm Water Pollution Prevention Initiative (SWPPI) commitments.

Community Outreach Programs

- Continue with Community Outreach programs.

2013 Visions

Capital Improvements

- Complete Lift Station D Improvements.
- Continue Township vehicle 10-year rotation replacement plan-purchase four vehicles.
- Continue sewer rehabilitation program.
- Continue multi-year replacement program of Community Services Center window treatments.
- Continue multi-year replacement program of Community Services Center roof.

Operations/Collections/Building and Grounds Maintenance/Cemeteries/Stormwater

- Encourage staff development through education and technical training.
- Continue monthly safety meetings/trainings.

Operations

- Maintain zero National Pollutant Discharge Elimination System Permit violations.

Collections

- Replace Vactor truck to provide cleaning in inaccessible areas of collection system.
- Continue identifying and eliminating infiltration and inflow from Township manholes.
- Continue centralizing data access through GIS.

Building and Grounds Maintenance

- Continue Energy Savings at the Community Services Center.

Cemeteries

- Continue grounds improvement efforts.
- Begin multi-year replacement program of roadways.

Stormwater

- Continue activities associated with Storm Water Pollution Prevention Initiative (SWPPI) commitments.

Community Outreach Programs

- Continue with Community Outreach programs.

The Department asked the Board to consider reinstating the tree program. Cost to the Township was \$5,000 of which the homeowners paid half. Trees help with runoff, soil stabilization, beautification, etc.

Discussion was held about inflow and infiltration and handling the older sewer sections, particularly the leads and sections in the road that connect the Township system to the homeowners section.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

DEPARTMENT OF INFORMATION TECHNOLOGY

2011 Accomplishments

- Retired the Novell server and all Novell programs.
- Completed the installation of BS&A.net programs.
- Began the transition to Windows 7 by ordering 6 new personal computers and upgrading 3 XP systems and installed larger storage system at DPS.
- Purchased and configured large screen display for Community Development Conference room.
- Purchased and replaced scanner for Clerk's Laserfiche program.
- Mapped impervious surfaces in Township and digitized water mains.
- Mapped and linked sewer as-built drawings to GIS system & created web-based map for general access.
- Realigned buildings to new, more accurate 2010 aerial imagery.
- Created and configured maps for access by Fire Department iPads.
- Mapped Township Park features and mapped mobile home parks.

2012 Goals

- Begin the installation of fiber optic network for all Township properties including the Community Services Center, POTW, DPS, DDA and Sam Corey Senior Center.
- Continue purchase and installation of Windows 7 updates to insure transition before XP retirement date in 2013.
- Setup backup for all CSC servers so there is dual local storage and a remote storage site.
- Complete installation of additional disk space on two CSC servers and "load balance" installed programs to maximize server speed.
- Coordinate GIS data with Cues camera truck sewer data.
- Create map for DPS field staff for marking sewer leads for Miss Digs.
- Create web app to allow DPS to attach scanned sewer permit in GIS.
- Create "map gallery" to allow the public and staff to more easily access various layers and tasks.
- Work on Regional Fire Service project with metro area governments.
- Support all departments with any and all mapping projects or requests.

2013 Visions

- Complete the installation of the Windows 7 systems on all Township pc's.
- Complete any remaining connections to new fiber network.
- Provide for remote connection & repair of pc's for IT and GIS staff.
- Depending on budget constraints, replace old equipment (more than 5 years) with newer, more efficient equipment.

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012

- Reconfigure Business Analyst app to allow easier web access to its demographics and other features.
- Create master address data set for the Township.
- Work with Ingham County Sheriff's Office to enable GIS incident mapping, crime analysis and general viewing of area and infrastructure.
- Support departments with any and all mapping projects or requests.
- Update Community Development inspector's tablets to notebooks or newer technology.

DOWNTOWN DEVELOPMENT AUTHORITY/BROWNFIELD REDEVELOPMENT AUTHORITY

Specific projects that may be undertaken by the DDA as a part of the 2013 Budget include:

- Facilitate development of the DDA owned land at Holt Road and Holloway Drive in the Delhi Tech Park. Support development of vacant privately owned land in the Delhi Tech Park area.
- Attempt to identify funding sources for implementation of Cedar Street reconstruction - Holbrook to Harper.
- Identification of under or inappropriately utilized sites within the DDA District and assist in the development of these sites.
- Continue the Commercial Rehabilitation Rebate Program.
- Provide for on-going maintenance and security within the DDA District by providing financial support for Business Community Policing, Zoning Enforcement, Planning, and Maintenance personnel positions.
- Fund infrastructure improvement and rehabilitation programs identified by the Township and DDA Board as supporting the continued tax base growth and development within the District.
- Promote community events.
- Facilitate redevelopment of DDA owned parcels.
- Continue to support and promote the Farmers Market. Facilitate transition of Market to non-profit organization status. Provide for various improvements to the Farmers Market building.
- Complete construction of the non-motorized trail extension from Willoughby Road to Jolly Road.
- Provide business promotion and support through publication of "Our Town", cooperative TV advertising, and other business enhancement efforts such as Bizz Buzz and the Delhi Business Expo.

The non-motorized trail connector from Willoughby Road to Jolly Road to connect with the Lansing River Trail is the biggest upcoming project. This is a very large project for a trail. The Township received two grants for a total of \$2 million. The Township's match will be about 1/3 which is very good as most grants of these types are 50/50 match.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

Hopefully construction will begin in 2013 but there are many obstacles and this is a lengthy trail project.

COMMUNITY DEVELOPMENT DEPARTMENT

2011 Accomplishments

- Addressed 23 zoning cases, including a total of 12 new site plan projects.
- Processed 8 land division applications and 5 Zoning Board of Appeals variance requests.
- Reviewed and issued 793 trade permits; 372 building permits; 45 SESC permits; conducted 764 fire inspections; 2,300 trade and building inspections and 534 SESC inspections.
- Addressed 565 ordinance violation cases and conducted 985 related inspections.
- Completed registration of 2,579 rental properties; of those, 67 were registered for the first time in 2011. A total of 2,216 rental inspections were completed. There are 185 new rentals registered since inception of rental program and most are single family homes. Trend is continuing.
- Facilitated 2 tax abatement applications, resulting in over \$2M in new investment within the Township.
- Implemented several “walkability” initiatives including inspection of 68 miles of existing sidewalk and the repair of over 2,600 square feet of sidewalk. In addition, received a Safe Routes 2 School grant totaling over \$207,000 for construction of a sidewalk adjacent to Washington Road and received a small grant to begin working on a complete streets ordinance.
- Revised all 100+ streetlight districts to reflect increases in service charges and ensured adequate funding was being collected.
- Completed two home rehabilitations under the Township’s Blight Prevention and Neighborhood Stabilization Program.
- Participating with LEAP’s place-making task team.

2012 Goals

- Facilitate and complete required 2012 update to Township Master Plan (per requirements of the Planning & Zoning Enabling Act).
- This work is underway and it is anticipated that it will be completed by the end of the year.
- Continue to embrace the concept of place-making by ensuring that activities of the Department are rooted in this objective. Continue to support all other Township efforts, programs and projects that are valuable to achieving this economic and development policy, as appropriate.
 - Staff continues to take this goal into consideration when working on all project.
 - This goal will be incorporated into the Master Plan update.

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012

- Continue to encourage and provide educational/training opportunities for Planning Commission and Zoning Board of Appeals members. Achieve required education necessary to maintain certifications and accreditations for departmental staff.
 - Departmental staff is required to renew their Soil Erosion and Sedimentation Control (SESC) inspector certifications in 2012, and this has already begun. Staff will continue to receive training and take advantage of educational opportunities as appropriate. Program is working so well that the state uses Delhi's program as a model.
 - Staff has opted to conduct one-on-one meetings with new Planning Commissioners to provide orientation and individualized information as necessary.
 - These efforts are expected to be ongoing.
- Continue implementation of the Non-Motorized Transportation Plan (NMTP), including the Townships' sidewalk maintenance and improvement program. Focus on achieving implementation of vital improvements that enable walking and alternative transportation around key community assets.
 - The Community Development Department has continued to work on Walkability initiatives, including development of a basis of design cost for the Holt Road non-motorized pathway, continued work on the North Trail Connector, receipt and implementation of the \$207K+ Safe Routes 2 School grant to construct the Washington Road sidewalk.
- Continue to implement pro-active code enforcement to help mitigate potential blight issues, particularly as more homes enter foreclosure status. Continue active implementation of Rental Registration and Inspection program to help ensure quality housing stock and property values, as recommended by the Cost of Community Service (COCS) study.
 - This is being done and will continue to be implemented throughout the remainder of the year.
- Continue to provide leadership and support for special projects and other tasks such as development projects, streetlights and street improvements, etc. Continue to act as a resource to other local municipalities who require mentorship.
 - Staff has completed the 2013 Capital Improvement Plan and has worked with the Ingham County Road Commission on the planned 2012 street improvements. In July, staff will work with other Township staff to conduct an analysis of the streetlight districts. Other special projects or tasks will continue to be implemented as necessary.
- Provide staffing and assistance to other Township Departments as needed and appropriate. Continue to provide data entry assistance to the Assessing Department and perform fire inspections for Fire Department, as needed.
 - This is a continuous activity.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

2013 Visions

Departmental goals will remain much the same from those identified in 2012, with only some small adjustments as needed. The goals identified are, for the most part, broad in nature and serve as guiding statements when evaluating work load and projects or initiatives.

- Continue to embrace the concept of place-making by ensuring that activities of the Department are rooted in this objective. Continue to support all other Township efforts, programs and projects that are valuable to achieving this economic and development policy. Work with regional partners to facilitate this perspective.
- Continue to encourage and provide educational/training opportunities for Planning Commissioners and Zoning Board of Appeals members. Achieve required education necessary to maintain certifications and accreditations for departmental staff.
- Continue implementation of the NMTP, including the Townships' sidewalk maintenance and improvement program. Focus on achieving implementation of vital improvements that enable walking and alternative transportation around key community assets. Work to facilitate construction of the North Trail Connector project.
- Continue to implement pro-active code enforcement to help mitigate potential blight issues, particularly as more homes enter foreclosure status. Continue active implementation of Rental Registration and Inspection program to help ensure quality housing stock and stabilization of property value.
- Continue to provide leadership and support for special projects and other tasks such as development projects, streetlights and street improvements, etc. Continue to act as a resource to other local municipalities and facilitate regional collaborative efforts as appropriate.
- Provide staffing and assistance to other Township Departments as needed and appropriate.

FIRE DEPARTMENT

2011 Accomplishments

- Continued to deliver quality services to the community via a blend of 30 part-time, and 14 full time personnel.
- Evaluated ambulance fees to verify that fees are fair to the customer, when compared with surrounding agencies.
- Continued to research methods to increase recruitment and retention of paid, on-call staffing.
- Continued to cooperate with regional public safety agencies in an effort to improve service and reduce costs, including joint training through the Capital Region Training Consortium and mutual aid.
- Continued to pursue financial resources through grant opportunities, while at the same time being fiscally responsible to the Delhi Township community.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

- Continued to increase fire department efficiency through the use of Delhi Township GIS information.
- I-Pads and software enable staff to bring up property information, sketches, hydrant locations, etc. on scene. This system would not have been possible without the GIS Coordinator.

2012 Goals

- Deliver quality EMS and Fire services to the community via a blend of 25 part-time, and 14 full time personnel.
- Through SAFER Grant activities, increase total part time personnel to 35 members.
- Evaluate ambulance fees to verify that fees are fair to the customer, when compared with surrounding agencies.
- Continue to cooperate with regional public safety agencies in an effort to improve service and reduce costs, including joint training through the Capital Region Training Consortium and mutual aid.
- Continue to pursue financial resources through grant opportunities, while at the same time being fiscally responsible to the Delhi Township community.
- Continue to increase fire department efficiency through the use of Delhi Township GIS information.
- Maintain all equipment in a state of readiness and monitor its condition
- Offer burning permits online.

2013 Visions

Personnel/Staffing: Personnel and the numbers of personnel continue to be a primary focus. The need to put fire personnel on the fire scene makes staffing our leading issue. We are committed to the continuation of a combination department comprised of full time personnel to handle the day to day medical calls and fires with the paid call staffing to supplement this full time force when manpower is needed the most. With the continued demand for ALS ambulance and the number of EMS calls steadily increasing a demand is being placed on the fire department for personnel. With the acceptance of a 4 year grant in 2011 resulting in \$682,502 for a full time Recruitment Retention Coordinator and training for new personnel, we are confident that personnel and staffing can be maintained at a desired level. This commitment to the department is not an easy task and our coordinator works very hard on a daily basis to make sure we are doing all that can be done in this regard.

Equipment / Apparatus: The pumping apparatus on DTFD should be adequate for the next 10 to 15 years. We now have 4 cars that are all over 6 years old with the oldest now 10 years old. It is our intent to replace the 2002 Tahoe in 2013 along with a new chassis under the 2006 ambulance. Replacement cost for this SUV will be approximately \$40,000 after all equipment is mounted and the ambulance re-chassis is expected to cost approximately \$100,000.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

Inspections: In 2011, our full time FF/PM personnel made the commercial fire safety inspections of businesses in sections 1 and 2 of Delhi Township and in 2012 they completed the inspections in the NW section of the township. It is our hope that eventually this can be further expanded into a larger area, but due to time constraints, this may not be possible. We continue to contract with the Delhi Township Community Development Department personnel for other inspections and will continue to do so if time is such that it does not take away from community development inspections or emergency services.

Service Delivery: 2013 will be no different than past years in our desire to deliver the best service possible for the least amount of money. It will however be more closely scrutinized for types of services that we deliver for the cost of delivery. We continue to look at the services that we deliver and how we might be able to expand on those services with little or no additional expense. We have, several times, started to move toward non-emergency hospital to home or home to hospital transfers, but with the limited personnel that we have, this is a difficult step. This is a service that we will continue to examine.

Regional Collaboration: As everyone is aware, Delhi continues to participate in meeting which are related to how we can work jointly with area departments to save money or be more efficient. As examples, in May of 2012, Lansing Township offered a fire investigator to search for cause and origin of a house fire in Delhi. Delhi Township and Mason Fire Department each saved several hundred dollars by jointly purchasing a pallet of fire fighting foam and splitting the cost. The results of our regional study should be available in late June/early July enabling us to pursue additional areas of regional collaboration to optimize the delivery of fire/EMS services to our residents.

PARKS AND RECREATION DEPARTMENT

2011 Accomplishments

- Stated the Valhalla Park Pavilion project. Seventy-five percent of the project was funded by the Michigan Department of Natural Resources Trust Fund.

2012 Goals:

- Replace the 2006 Toro 4100 production mower.
- Replace the 2001 F250 pickup truck used by the Park Superintendent.
- Resurface Kiwanis Park Tennis Courts by funds from cell tower revenues.
- To consider and evaluate expanding the collaborative relationship with Holt Public Schools to maintain all of their grounds.
- Purchase poles and shade sails for the amphitheater. Possibly revamp the amphitheater seating.
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Trustee Hayhoe left the meeting at 10:20 a.m.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

2013 Vision:

- Continue to provide public recreational opportunities to residents in a cooperative effort between the Delhi Township Park Commission, Delhi Township Board of Trustees, and the Holt Public School District.
- Continue to work with the Holt Lions Club, Holt Kiwanis Club, Holt Hometown Festival Committee, American Legion & VFW, Holt Arts Council and the Delhi Township branch of the Capital Area Library District to provide a variety of community based special events.
- Continue with capital improvements in the park system recommended in the Township Recreation Master Plan and Capital Improvement Plan. It is the hope that these projects can be obtained by funding through state grants, donations, and township funds.

ACCOUNTING DEPARTMENT

2011 Accomplishments

- Had a successful audit.
- Adopted new fund balance classifications per the Governmental Accounting Standards Board (GASB) requirements.
- Prepared the 2012 budget document.
- Received the Distinguished Budget Presentation Award for the 2011 budget from the Government Finance Officers Association (GFOA).
- Participated in the Capital Improvements Plan (CIP) planning process to better link that document to the actual budget.
- Updated the 5 year budget projection with Plante & Moran.
- Monitored budget to actual data on a monthly basis and prepared timely and accurate budget amendments.
- Increased the number of vendors receiving electronic payments (ACH).
- Increased the number of employees receiving direct deposit.
- Increased the number of employees receiving electronic pay stubs.
- Contracted service with Abraham & Gaffney to provide Accounting oversight which is working well. Current staff is able to handle most functions and the contract service is saving money.

2012 Goals

- Prepare the 2013 budget document.
- Continue to update the 5 year budget projection.
- Continue to monitor the budget and communicate variances.
- Facilitate the connection of Board goals to department budgets.
- Continue to update the master accounting policy book for the Accounting Department.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

- Continue to provide relevant and reliable information to the Board and all departments.
- Have a successful audit.
- Evaluate and implement GASB statements 62 & 63 for year-end financial statements.
- Align Township account classifications more closely with State classifications.
- Continue to qualify for the Economic Vitality Incentive Program (EVIP).
- Expand the number of vendors who receive electronic payments (ACH) instead of paper checks.
- Continue to advocate for direct deposit and electronic pay stubs signup.
- Implement electronic signatures on tax exempt, W-9 forms, accounts payable and payroll checks.

2013 Vision

- Continue to prepare a useful budget document.
- Update the 5 year budget projection.
- Continue to monitor the budget and communicate variances.
- Continue to facilitate the connection of Board goals to department budgets.
- Continue to update the master accounting policy book for the accounting department.
- Have a successful audit.
- Expand the number of vendors who receive electronic payments (ACH) instead of paper checks.
- Continue to advocate for direct deposit and electronic pay stubs signup.
- Continue to promote the use of technology to increase effectiveness and efficiency.

ASSESSING DEPARTMENT

2011 Accomplishments

- Balanced department duties among all employees by cross-training employees in all functions of the assessing department.
- Hired a MAAO(3) Appraiser to help balance the duties of the department.
- Completed systematic 2003 re-appraisal of residential and agricultural properties.
- Completed re-appraisal of three (out of four) mobile home parks.
- Re-inspected nearly 1,200 properties which included mobile home communities, residential & commercial properties. This number does not include building permit inspections (inspections for assessing purposes), which in 2011, were completed by the building department.
- Updated the Assessors internet site.
- Completed clean up of database sales files (Sheriff Deeds).
- Updated Land and ECF tables for all classes of property

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012

- Continued to synchronize the use of GIS implementation with Information Services, Maintenance, Manager's Office and Community Development.

2012 Goals

- Continue to cross train all staff & balance department duties.
- Continue with BSA.net training for use with GIS and new reporting/database options.
- With the help of Co-Star Professional suite, continue to monitor and analyze Commercial and Industrial properties with the income approach to value vs. sales comparison or cost approach, if appropriate.
- Using the Co-Star Professional suite, the MLS, and other resources, as well as the Township Attorney, continue to defend property tax appeals before the Michigan Tax Tribunal.
- Continue to update Assessors internet site accordingly.
- Continue to update Land and ECF tables for all classes of property.
- Comply with the State Tax Commission Audit of Minimum Assessing Requirements (AMAR).
- Continue with normal field work (permit) inspections.

2013 Vision

- Continue to cross train all staff & balance department duties.
- With the help of Co-Star Professional suite, continue to monitor and analyze Commercial and Industrial properties with the income approach to value vs. sales comparison or cost approach, if appropriate.
- Using the Co-Star Professional suite, the MLS, and other resources, as well as the Township Attorney, continue to defend property tax appeals before the Michigan Tax Tribunal.
- Continue to update Assessors internet site accordingly.
- Continue to update Land and ECF tables for all classes of property.
- Comply with the State Tax Commission Audit of Minimum Assessing Requirements (AMAR).
- Begin re-appraisal of Commercial & Industrial properties.

TREASURER'S OFFICE

2012 Accomplishments

- Successful transition of appointed Treasurer from retired Treasurer.
- Implemented credit card integration with Cash Receipting program in all departments that have transactions.
- Continued compiling operating manuals for tax and sewer billing.
- Searched for and recommended new investments for higher yield.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

- Upgraded Professional Development.
- Changed some processes of the permitting process to make it more streamlined and customer friendly by not having to visit as many departments.

2013 Goals

- Search and negotiate higher yielding investments.
- Continue revisions of operating manuals for tax, sewer billing and cash receipting in BS&A.net programs.
- Continue to investigate new technology and products to streamline operational efficiencies.

Future Visions

- Continue to upgrade professional development.
- Continue to seek higher yielding investments.
- Promote wider use of e-mailing sewer bills.
- Seek technological improvements to process payments.

CLERK'S OFFICE

2011-2012 Accomplishments:

Aside from the day to day activity of the Clerk's Office such as Board Meeting Minutes, Document Imaging/Records Management, Accounts Payable, Cemetery Administration, FOIA requests, Notary Public Service, Transient Sales Licenses, Legal Notices, Web Site maintenance, Programming for the LED Community Sign, Answering the main info/operator phone line, Election Administration and Voter Registration, highlights for 2011/12 include:

- Continued to publish the Delhi Neighbor newsletter which included educational information, news and events, etc.
- Began the process of redesigning the Township web site and utilizing new software for updates. The new site will be unveiled in June 2012.
- Reviewed cemetery fees in comparison to actual costs and presented a change in lot prices for approval to the Township Board.
- With the redistricting process was able to:
 - Create new voter precincts to align precincts with the new County Commissioner Districts.
 - Realigned precincts to avoid as many school district splits as possible.
 - Reduced the number of precincts by one which will help save costs.
 - Reorganized polling locations to provide for a better voting experience.
- Served as Immediate Past President of the Michigan Association of Municipal Clerks from June 2011 to June 2012, representing nearly 900 municipal clerk members in matters of legislation, education and training.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 6, 2012**

2012 Goals and Vision for 2013 and beyond

- Unveil redesigned web site with new features and implement new, easier publishing process.
- Mail new voter ID cards, work with local media, utilize township newsletter and any other means to educate voters about the new precincts and polling locations.
- Produce videos to educate residents about Township issues and to showcase the positive things about Delhi Township.
- Continue the Township Newsletter.
- Continue cross-training of staff and among other departments.
- Continue to evaluate cemetery fees and lot prices and develop a schedule of increases so that cemetery revenue will cover a higher percentage of cemetery costs.
- Within the Michigan Association of Municipal Clerks, work with legislators to adopt election reform legislation.

LIMITED PUBLIC COMMENTS - None

ADJOURNMENT

Meeting adjourned at 11:35 a.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

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