

**DELHI CHARTER TOWNSHIP BOARD OF TRUSTEES MINUTES OF
SPECIAL JOINT MEETING HELD ON APRIL 16, 2013**

The Delhi Township Board of Trustees and the Holt Public Schools Board of Education met in a Special Joint Meeting on April 16, 2013 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. The meeting was called to order at 6:00 p.m. by Township Supervisor C.J. Davis and Holt Public Schools Board President John S. Malatinsky.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

Members Present: President John S. Malatinsky, Vice President Deborah Roeske, Treasurer Fred Ford, Trustees Lori Murphy, Scott Wriggelsworth, Lori Zajac

Members Absent: Secretary Jeana McKee

Others Present: John Elsinga, Township Manager
Dr. Johnny Scott, Superintendent, Holt Public Schools
Mark Jenks, Director of Parks and Recreation
Scott Szpara, Deputy Superintendent, Holt Public Schools
Kim Cosgrove, Executive Finance Director, Holt Public Schools
Dean Manikas, Executive Curriculum Director, Holt Public Schools
Charlene Meier, Adm. Asst. to the Superintendent and Board of Education
Sandra Diorka, Director of Public Services
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC - None

TRAIL PROJECT UPDATE

Twp. Mgr. Elsinga gave an update on the Non-Motorized Trail. The North Trail Connector section of the trail will connect the Township's trail system to the City of Lansing's trail system. This section of the trail will be funded with grants, DDA funds and Township funds. The Ram Trail section will be approximately 1 to 1½ miles in length connecting to the school complex on Holt Road. Grants (80/20) will be obtained to fund this section of the trail with the exception of the engineering costs which will be covered by the Township.

STATE OF PUBLIC SCHOOL FINANCE

Kim Cosgrove, Holt Public Schools Executive Finance Director, gave a review of current and projected school finances. Total projected revenue and other transactions for 2013 equal approximately \$58,000,000, estimating a net loss of approximately \$2,400,000. State aid was cut by \$470 per student for the school year 2011/2012 and will remain the same for the 2012/2013

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school year at \$7,244 per student. All of the Federal stimulus monies have been eliminated. Reductions for the 2012/2013 school year are estimated to be \$2,000,000 to \$3,000,000 partly due to lower student enrollment (due to demographics and optional educational choices) and less state aid received.

The school district will recommend how they can still deliver services and make the large reductions that are needed. Administrative recommendations include: delaying the physical move of the 9th grade campus to the 2014/2015 school year, move to a balanced calendar in the 2013/2014 school year for Sycamore Elementary, repurpose Midway Elementary to the Early Childhood Center in the 2014/2015 school year and keep the Junior High School pool open.

TAXABLE VALUE & COORDINATION OF ELECTIONS

Twp. Mgr. Elsinga stated that over the past four decades, the Township has experienced double digit growth which explains the infrastructure in the schools as they are today. With the increases in taxable value up until 2008, the Township was at \$812,000,000. In 2012 the Township dropped to \$685,000,000, just slightly over a 15% reduction. The good news is that residential is starting to flat line with a slight uptick. Two threats include the Michigan Tax Tribunal cases in commercial and industrial properties and cuts to personal property taxes; however, neither is a significant component of the Township's total taxable value.

In 2010, a police and fire millage passed and the Township will ask for a 1.5 mill renewal each for both the fire and police in 2014.

ENROLLMENT UPDATE

Dean Manikas, Executive Curriculum Director, Holt Public Schools, reviewed current and projected enrollment. In 2012, the high school enrollment had an intentional drop by capping the amount of Schools of Choice students accepted at the 7-9th grade levels. Mr. Manikas spoke of the mobility of students throughout the school year.

ED TREK

Scott Szpara, Deputy Superintendent, Holt Public Schools, gave an update on the Ed Trek program. The program is initiated through the Ingham Intermediate School District (IISD). Ed Trek is housed in the old Administrative building located on Spahr Avenue which is leased to IISD. The program is a blend of technology and classroom teaching with a very low student to teacher ratio. Schools of Choice students that were in the program when it began were allowed to remain in the program; however, the program now only accepts Holt students. The program can accommodate 94 students.

PUBLIC SAFETY

School Resource Officer / Summer Police Officers

Twp. Mgr. Elsinga reported on the School Resource Officer, stating that the position is working very well for both the community and school system. The School Resource Officer is tie barred

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with the Community Policing Officer and further connected with the part-time Ingham County Sheriff's Office/Delhi Division Parks and Public Facilities officers making the parks and schools safer for its residents. Part-time Parks and Public Facilities officers, who are retired police officers and deputized by the County, were first hired last year costing the Township approximately \$20 per hour and will be hired again this year.

Common Severe Weather Alert Signage On Fields

Scott Szpara, Deputy Superintendent, Holt Public Schools, reported on common severe weather alert signage. During weekends and nights, the buildings, playgrounds and fields host many people without any information displayed regarding severe weather/emergency procedures. It was discussed partnering with Delhi Township Parks and Recreation on uniform common emergency event signage for the public.

H.O.L.T. SCHOLARSHIP PROGRAM

Dr. Johnny Scott, Superintendent, reported on the H.O.L.T. Scholarship program. There is approximately \$47,000 in the fund to date. Supervisor Davis reported on the third and final round of the HaMmies, a fundraiser talent show to benefit the H.O.L.T. Scholarship program, which will be held on May 14, 2013.

BOARD MEMBER COMMENTS – School Board President John S. Malatinsky stated he appreciates the working relationship between the Holt Public Schools and Delhi Township.

PUBLIC COMMENTS - None

ADJOURNMENT

Meeting adjourned at 6:50 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON APRIL 16, 2013**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, April 16, 2013 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

Others Present: John Elsinga, Township Manager
Sandra Diorka, Director of Public Services
Brian Ball, Asst. Fire Chief
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC – None

INTRODUCTION OF FIRE ACADEMY GRADUATES

Brian Ball, Assistant Fire Chief, congratulated Luis Reynaga, Kasey Furgala and Cody Shaffer on their successful completion of the Fire Academy. Unable to attend this evening's meeting was Chad Hasenwinkle who also completed the Fire Academy.

CAPITAL AREA TRANSIT AUTHORITY (CATA) PRESENTATION

Capital Area Transit Authority (CATA) representative, Sandy Draggoo, CEO/Executive Director, introduced herself to the Board. Douglas Lecato, CATA Board Member representing Delhi Township, gave a brief overview of CATA. CATA representative, Debbie Alexander, Assistant Executive Director, reported on the need of enhanced public transportation for the Michigan Avenue/Grand River Corridor.

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of April 2, 2013
- B. Approval of Minutes – Regular Meeting of April 2, 2013

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**DELHI CHARTER TOWNSHIP
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- C. Approval of Claims – April 2, 2013 (ATTACHMENT I)
- D. Approval of Payroll – April 11, 2013 (ATTACHMENT II)

Sweet moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Ketchum, Sweet, Warfield, Davis, Harmon, Hayhoe

MOTION CARRIED

NEW BUSINESS

**PROPOSED DELHI TOWNSHIP ORDINANCE NO. 124 – CONSUMER FIREWORKS,
INTRODUCTION AND FIRST CONSIDERATION**

The Board reviewed a memorandum dated April 11, 2013 from Twp. Mgr. Elsinga (ATTACHMENT III).

Hayhoe moved upon first consideration, to adopt Delhi Township Ordinance No. 124 with regards to the regulation of consumer fireworks.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Warfield, Davis, Harmon, Hayhoe, Hope

MOTION CARRIED

**AGREEMENT BETWEEN DELHI CHARTER TOWNSHIP AND MERIDIAN CHARTER
TOWNSHIP FOR FIRE AND RESCUE SERVICES WITHIN ALAIEDON TOWNSHIP**

The Board reviewed a memorandum dated April 4, 2013 from Twp. Mgr. Elsinga (ATTACHMENT IV).

Warfield moved to approve the agreement between Delhi Charter Township and Meridian Charter Township for Fire and Rescue Services within Alaiedon Township.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Davis, Harmon, Hayhoe, Hope, Ketchum

MOTION CARRIED

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

The Board reviewed memorandums dated April 8, 2013 from Twp. Mgr. Elsinga and February 6, 2013 from Sandra Diorka, Director of Public Services (ATTACHMENT V).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
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Hope moved to approve the three-year Planned Equipment Maintenance Agreement between Delhi Charter Township and Wolverine Power Systems in the amount of \$15,475 the first two years and \$16,120 the third year for the preventative maintenance of Township generators.

A Roll Call Vote was recorded as follows:

Ayes: Warfield, Davis, Harmon, Hayhoe, Hope, Ketchum, Sweet

MOTION CARRIED

REMOVAL OF COMMITTED FUNDS FROM FY 2013 GENERAL FUND BUDGET

The Board reviewed memorandums dated April 10, 2013 from Twp. Mgr. Elsinga and April 9, 2013 from Gail Meredith, Accounting Technician (ATTACHMENT VI).

Sweet moved to remove the Committed Fund Balance for Window Treatments based on completion of the project.

A Roll Call Vote was recorded as follows:

Ayes: Davis, Harmon, Hayhoe, Hope, Ketchum, Sweet, Warfield

MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Davis stated that the final round of the HaMmies, a fundraiser talent show to benefit the H.O.L.T. Scholarship program, will be held on May 14, 2013.

TREASURER

Treasurer Sweet reported on the 1st Quarter Investment Report (ATTACHMENT VII).

TRUSTEES

TRUSTEE WARFIELD

Trustee Warfield stated that she attended the Michigan Municipal League (MML) Capital Conference last week which was very beneficial.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga stated that he also attended the MML conference where what lies ahead for the personal property tax issue and EVIP were discussed.

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

April 2, 2013

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated March 20 and April 2, 2013 numbered 83348 thru 83415 & ACH 2453 thru 2465. Every invoice has a payment authorizing signature(s).

Dated: April 2, 2013

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated April 2, 2013 show payments made from the following funds:

General Fund	\$	62,479.55
Fire Fund		7,548.01
Police Fund		194,610.83
Fire Equip. & Apparatus Fund		3,516.48
Brownfield Redevelopment Fund		176.47
Downtown Development Fund		6,581.17
Sewer Fund		63,908.06
Trust & Agency Fund		2,601.50
Grand Total	\$	<u>341,422.07</u>

Includes the following to be reimbursed from separate bank accounts:

None

Dated: April 2, 2013

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. (\$15,000 to LEAP- 2013 membership, 4/2/13; \$11,000 to Maner Costerisan-2012 audit fees, 10/19/10; \$13,222 to Siemens Industry - POTW HVAC contract, 2/15/11)

Dated: April 2, 2013

John B. Elsinga, Township Manager

Evan Hope, Township Clerk

Roy W. Sweet, Treasurer

IV. Board Audit and Approval: At a regular meeting of the Township Board held on April 16, 2013 a motion was made by _____ and passed by _____ yes votes and _____ no votes (_____ absent) that the list of claims dated March 20 and April 2, 2013, was reviewed, audited and approved.

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 03/20/2013 - 04/02/2013

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
DELTA DENTAL PLAN OF	COBRA	43.15
	Total For Dept 000.00	43.15
Dept 101.00 LEGISLATIVE		
LEAP, INC.	2013 MEMBERSHIP	15,000.00
MICHIGAN MUNICIPAL LEAGUE	2013 CAPITAL CONFERENCE/WARFIELD	100.00
	Total For Dept 101.00 LEGISLATIVE	15,100.00
Dept 171.00 MANAGER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	296.05
VERIZON WIRELESS	CELLULAR MARCH	49.62
WENDY L THIELEN	3/21/13 MILEAGE/THIELEN	81.81
MSU COLLEGE OF LAW	MERC TRAINING/THIELEN	175.00
	Total For Dept 171.00 MANAGER	602.48
Dept 191.00 ACCOUNTING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	43.16
MUZZALL GRAPHICS	ACCOUNTS PAYABLE CHECKS	278.00
MUZZALL GRAPHICS	SHIPPING ESTIMATE	13.65
MANER COSTERISAN	AUDIT FEES 2012	3,529.41
	Total For Dept 191.00 ACCOUNTING	3,864.22
Dept 215.00 CLERK		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	258.32
MUNICODE	INTERNET FEE MARCH 2013-FEB. 2014	500.00
VERIZON WIRELESS	CELLULAR MARCH	49.62
	Total For Dept 215.00 CLERK	807.94
Dept 228.00 INFORMATION TECHNOLOGY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	80.89
VERIZON WIRELESS	CELLULAR MARCH	49.62
ENVIRONMENTAL SYSTEMS	GIS SOFTWARE MAINTENANCE	5,825.00
	Total For Dept 228.00 INFORMATION TECHNOLOGY	5,955.51
Dept 253.00 TREASURERS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	215.16
LORI CURTIS	3/4-26/2013 MILEAGE/CURTIS	37.96
	Total For Dept 253.00 TREASURERS	253.12

Dept 257.00 ASSESSING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	349.43
360 SERVICES, INC.	CD ASMT NOTICE PROOF & SHIPPING	277.25
MICHIGAN ASSESSORS ASSN	MAA PART. MEMBERSHIP FEE/E. TOBIAS	43.75
VERTALKA & VERTALKA, INC.	APPRAISAL SERVICES 6 PROPERTIES	3,900.00
CARQUEST THE PARTS PLACE	2 BEAM XTRACLEAR/WIPER BLADE/#66	25.17
	Total For Dept 257.00 ASSESSING	4,595.60

Dept 265.00 BUILDING & GROUNDS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	77.16
LANSING ICE & FUEL CO	GASOLINE BUILDING & GROUNDS	50.55
MICHIGAN COMPANY	30 CS CENTER PULL TOWELS-DELIVERY	628.75
BOYNTON FIRE SAFETY SERVICE	LABOR TO RAISE SPRINKLER HEAD/CSC	180.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
SAFETY SYSTEMS, INC	SERVICE CALL & TRIP CHARGE	113.00
VERIZON WIRELESS	CELLULAR MARCH	12.54
TDS METROCOM	LOCAL SERVICE MARCH	1,221.66
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	242.00
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	4,969.12
CONSUMERS ENERGY	GAS-2074 AURELIUS	2,267.18
ACE HARDWARE	3 LONG CHISELS/CSC	36.47
ACE HARDWARE	4 BALES STRAW/CSC	14.00
ACE HARDWARE	PAINT/2 MASKING TAPES/CSC	25.47
CARQUEST THE PARTS PLACE	(1) 7 OZ. RIGHT STUFF/CSC	23.45
DARLING BUILDERS SUPPLY CO.	SUPPLIES TO REMOVE DROP BOX	60.81
	Total For Dept 265.00 BUILDING & GROUNDS	10,897.16

Dept 276.00 CEMETERY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	71.52
LANSING ICE & FUEL CO	GASOLINE CEMETERY	46.85
VERIZON WIRELESS	CELLULAR MARCH	12.55
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	27.14
	Total For Dept 276.00 CEMETERY	158.06

Dept 281.00 STORMWATER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	75.28
LANSING ICE & FUEL CO	GASOLINE STORMWATER	49.32
	Total For Dept 281.00 STORMWATER	124.60

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS 3/1-4/1/2013	6,855.92
TRANSNATION TITLE INSURANCE	12 EASEMENTS NON-MOTORIZED TRAIL	5,665.00
	Total For Dept 446.00 INFRASTRUCTURE	12,520.92

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	661.12
SAM'S CLUB DIRECT	COPY PAPER #930536	119.52
LANSING ICE & FUEL CO	GASOLINE COMMUNITY DEVELOPMENT	168.76
ASSOCIATED GOVERNMENT	AGS PAYROLL 1/16-2/15/2013	1,253.00
VERIZON WIRELESS	CELLULAR MARCH	67.32
VERIZON WIRELESS	CELLULAR MARCH	212.91
TDS METROCOM	LOCAL SERVICE MARCH	95.00
CANON SOLUTIONS AMERICA	FEBRUARY COPIER METER CHARGES	34.68
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	2,612.31

Dept 752.00 PARKS ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	86.31
VERIZON WIRELESS	CELLULAR MARCH	0.78
VERIZON WIRELESS	CELLULAR MARCH	80.96
TDS METROCOM	LOCAL SERVICE MARCH	146.52
Total For Dept 752.00 PARKS ADMINISTRATION		<u>314.57</u>

Dept 771.00 PARKS

LANSING ICE & FUEL CO	GASOLINE PARKS	124.14
AMERICAN RENTAL	PORTABLE TOILETS	140.00
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	13.00
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	146.50
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	41.00
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	32.50
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	34.33
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	253.46
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	723.54
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	972.38
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	40.21
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	22.24
CONSUMERS ENERGY	GAS 2108 CEDAR	42.91
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	229.04
MENARDS LANSING SOUTH	PLUNGER/3 BULBS/2 GLADE	1.91
MENARDS LANSING SOUTH	(2) BAGS 8" BLACK TIES	39.94
MENARDS LANSING SOUTH	4 BLACK RUSTOLEUM	15.08
MENARDS LANSING SOUTH	4 GLADE/(4) 50# POTHOLE PATCH	41.12
Total For Dept 771.00 PARKS		<u>2,913.30</u>

Dept 774.00 RECREATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	80.89
PAULA K. HARNEY	CONTRACTUAL SERVICES	75.00
Total For Dept 774.00 RECREATION		<u>155.89</u>

Dept 850.00 OTHER FUNCTIONS

SAM'S CLUB DIRECT	COPY PAPER #930536	507.96
ENCOMPASS/EAP	APRIL-JUNE EAP	248.00
RICOH USA, INC.	COPIER MAINT. AGREE. 2ND QTR.	615.76
PITNEY BOWES GLOBAL	FOLDING MACHINE LEASE	189.00
Total For Dept 850.00 OTHER FUNCTIONS		<u>1,560.72</u>

Total For Fund 101 GENERAL FUND	<u><u>62,479.55</u></u>
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Fund 206 FIRE FUND
Dept 000.00
DELTA DENTAL PLAN OF

COBRA

80.89

Total For Dept 000.00 80.89

Dept 336.00 FIRE DEPARTMENT

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	1,527.18
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	80.89
BARYAMES CLEANERS	UNIFORM CLEANING	161.55
SAM'S CLUB DIRECT	COPY PAPER #930536	89.64
LANSING ICE & FUEL CO	GASOLINE FIRE	1,370.16
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	40.50
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	1,294.32
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	27.69
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	14.96
STATE OF MICHIGAN	VEHICLE LICENSE/2013 AMBULANCE	25.00
MANER COSTERISAN	AUDIT FEES 2012	823.53
ENCOMPASS/EAP	APRIL-JUNE EAP	294.50
VERIZON WIRELESS	CELLULAR MARCH	166.64
VERIZON WIRELESS	CELLULAR MARCH	240.73
TDS METROCOM	LOCAL SERVICE MARCH	52.52
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	32.50
ACE HARDWARE	1 MISC. MDSE.	0.50
ACE HARDWARE	24 MISC. MDSE./1 CAULK	9.83
ACE HARDWARE	16 MISC. MDSE.	4.48
INTERSTATE SIGN PRODUCTS	REFLECTIVE NUMBERS & MAILING	10.00
DUSTIN DICKERSON	REIMBURSE SPRING SEMESTER/DICKER	1,200.00
	Total For Dept 336.00 FIRE DEPARTMENT	7,467.12

Total For Fund 206 FIRE FUND 7,548.01

Fund 207 POLICE FUND

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT MARCH	194,610.83
	Total For Dept 301.00 POLICE	194,610.83

Total For Fund 207 POLICE FUND 194,610.83

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

SAM'S CLUB DIRECT	CLOROX WIPES	11.98
COMMUNICATIONS SERVICES	REINSTALL RADIOS/NEW AMBULANCE	225.00
SWISSPHONE LLC	2 PAGER BELT CLIPS	12.00
BRADY LAWN EQUIPMENT	AIR/OIL/FILTER/#409	34.44
CARQUEST THE PARTS PLACE	SEA FOAM/2 SPARK PLUGS/#409	14.45
FIRST DUE FIRE SUPPLY CO.	LITEBOX REPAIR & SHIPPING	48.61
INTEGRA	CPAP RECALIBRATION & FREIGHT	200.00
MICHIGAN STATE FIREMEN'S	2013 MICH WEEKEND	640.00
PENWELL/FDIC 2013	FDIC 2013 CONFERENCE	375.00

TARGETSOLUTIONS	ON LINE TRAINING	1,200.00
OUTSIDE THE LINES	GRAPHICS/#383	755.00
	Total For Dept 339.00 EQUIPMENT & APPARATUS	<u>3,516.48</u>
	Total For Fund 211 FIRE EQUIP. & APPARATUS FUND	<u>3,516.48</u>
Fund 243 BROWNFIELD REDEVELOPMENT AUTH		
Dept 733.00 BROWNFIELD ADMINISTRATION		
MANER COSTERISAN	AUDIT FEES 2012	176.47
	Total For Dept 733.00 BROWNFIELD ADMINISTRATION	<u>176.47</u>
	Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTH	<u>176.47</u>
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		
Dept 728.00 DDA ADMINISTRATION		
FOSTER, SWIFT, COLLINS	HOLT/COLLEGE PROPERTY/LEGAL FEES	385.00
MANER COSTERISAN	AUDIT FEES 2012	1,176.47
ENCOMPASS/EAP	APRIL-JUNE EAP	15.50
TDS METROCOM	LOCAL SERVICE MARCH	192.99
	Total For Dept 728.00 DDA ADMINISTRATION	<u>1,769.96</u>
Dept 729.00 DDA MARKETING & PROMOTION		
BLOHM CREATIVE PARTNERS	HOLT HOMETOWN FESTIVAL WEB EDITS	210.00
CHARLES GRINNELL	23 HOURS @ \$22/GRINNELL	506.00
BLOHM CREATIVE PARTNERS	250 FARMERS' MARKET STATIONERY	426.50
BLOHM CREATIVE PARTNERS	FEB WEB MAINTENANCE & HOSTING	320.00
	Total For Dept 729.00 DDA MARKETING & PROMOTION	<u>1,462.50</u>
Dept 850.00 OTHER FUNCTIONS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	75.28
LANSING ICE & FUEL CO	GASOLINE DDA	49.32
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	420.00
VERIZON WIRELESS	CELLULAR MARCH	12.54
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	34.25
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	19.88
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	13.00
CONSUMERS ENERGY	ELECTRIC-2004 AURELIUS	74.05
CONSUMERS ENERGY	ELECTRIC-2228 AURELIUS	158.79
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	1,175.17
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	146.98
CONSUMERS ENERGY	ELECTRIC-2116 CEDAR	321.94
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	56.82
CONSUMERS ENERGY	ELECTRIC-3970 HOLT	96.89
CONSUMERS ENERGY	ELECTRIC-4115 HOLT	255.08
CONSUMERS ENERGY	GAS-2150 CEDAR	87.67
CONSUMERS ENERGY	GAS-2045 CEDAR	351.05
	Total For Dept 850.00 OTHER FUNCTIONS	<u>3,348.71</u>
	Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	<u>6,581.17</u>

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

APSEY, CHARLES	Basic Service Charge	34.27
COLBY, DAVID	Basic Service Charge	64.00
FULLER, PAUL	Basic Service Charge	68.25
MCGRAW, BEN	Basic Service Charge	34.25
Total For Dept 000.00		<u>200.77</u>

Dept 548.00 ADMINISTRATION & OVERHEAD

SAM'S CLUB DIRECT	COPY PAPER #930536	179.28
MANER COSTERISAN	AUDIT FEES 2012	5,294.12
ENCOMPASS/EAP	APRIL-JUNE EAP	162.75
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		<u>5,636.15</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

DELTA DENTAL PLAN OF	DENTAL INSURANCE APRIL	1,582.79
AD-INK & TONER SUPPLY	HP 23 INK CARTRIDGE/MTC	39.98
AD-INK & TONER SUPPLY	HP CE410X TONER CARTRIDGE/POTW	69.99
AD-INK & TONER SUPPLY	HP CE411A TONER CARTRIDGE/POTW	87.99
AD-INK & TONER SUPPLY	HP CE412A TONER CARTRIDGE/POTW	87.99
AD-INK & TONER SUPPLY	HP CE413A TONER CARTRIDGE/POTW	87.99
SAM'S CLUB DIRECT	COPY PAPER #930536	298.80
LANSING ICE & FUEL CO	GASOLINE DPS	1,036.87
BARYAMES CLEANERS	UNIFORM DRYCLEANING	27.00
D & M SILKSCREENING	LOGO & NAMES ON 5 JACKETS	50.00
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	130.88
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	67.63
ENVIRONMENTAL SYSTEMS	GIS SOFTWARE MAINTENANCE	2,888.70
AIRGAS USA, LLC	CYLINDER RENTAL	119.56
ACE HARDWARE	1 DRILL BIT	37.99
FLIER'S QUALITY WATER SYSTEM	844 MIXED BED	232.00
FLIER'S QUALITY WATER SYSTEM	GX05 PRE-FILTER	6.81
FLIER'S QUALITY WATER SYSTEM	LABOR	85.00
LOWE'S CREDIT SERVICES	LINCOLN 125 MIG WELDER	398.05
LOWE'S CREDIT SERVICES	WELDING WIRE	49.28
ENVIRONMENTAL RESOURCE	ANNUAL DMRQA SAMPLES	885.41
FISHER SCIENTIFIC	LABORATORY SUPPLIES	240.30
ALEXANDER CHEMICAL CORP	CREDIT	(225.00)
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	855.00
ALEXANDER CHEMICAL CORP	CREDIT	(225.00)
UNITED PARCEL SERVICE	SHIPPING CHARGES	51.96
GRANGER	GREASE, DRYING BED, VACTOR DEBRIS	52.50
GRANGER CONTAINER SERVICE	MONTHLY SCREEN DEBRIS	387.50
VERIZON WIRELESS	CELLULAR MARCH	41.75
VERIZON WIRELESS	CELLULAR MARCH	297.22
TDS METROCOM	LOCAL SERVICE MARCH	454.03
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	189.00
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	366.98

CONSUMERS ENERGY	ELECTRIC-3505 HOLT	125.17
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	339.88
CONSUMERS ENERGY	ELECTRIC-4280 DELL	405.20
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	168.97
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	17,673.95
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	107.21
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	377.77
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	210.98
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	358.16
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	1,917.05
CONSUMERS ENERGY	GAS-1490 AURELIUS	478.40
CONSUMERS ENERGY	GAS-1492 AURELIUS	562.24
CONSUMERS ENERGY	GAS-1492 AURELIUS #A	130.29
CONSUMERS ENERGY	GAS 5961 MC CUE #4	1,928.65
CONSUMERS ENERGY	GAS-5961 MC CUE #2	59.25
CONSUMERS ENERGY	GAS-5961 MC CUE #3	114.67
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	18.70
CONSUMERS ENERGY	GAS-4280 DELL	166.52
CONSUMERS ENERGY	GAS-2481 DELHI COMM	45.75
CONSUMERS ENERGY	GAS-3505 HOLT	45.03
BRADY LAWN EQUIPMENT	2 SAFETY SWITCH/SCAG MOWER	24.26
USA BLUE BOOK	CREDIT	(20.00)
ACE HARDWARE	3 SPLIT BOLT CONNECTORS	23.97
KENNEDY INDUSTRIES, INC	FIELD SERVICE/SEAL LEAK/LSD	672.00
W. W. WILLIAMS	REPAIR WATER PUMP/WAVERLY L.S.	1,476.69
USA BLUE BOOK	(2) EBARA SS EFFLUENT PUMP 72178	1,029.90
USA BLUE BOOK	SHIPPING	27.04
ACE HARDWARE	1 FILLER PATCH/8 MISC. MDSE./DPS	21.29
ACE HARDWARE	24 MISC. MDSE./POTW	33.86
ACE HARDWARE	1 VALVE BALL/1 HEX BUSHING/POTW	11.28
M TECH COMPANY	WEARSTRIP/SIDE OF CAMERA	165.95
M TECH COMPANY	WEARSTRIP/TOP & BOTTOM OF CAMERA	104.36
M TECH COMPANY	BEARING BALL SIDE 3/8 ID X 7/8 OD	247.08
M TECH COMPANY	TRACK ASSEMBLY ROUND CLT SHORTY	2,115.68
M TECH COMPANY	BRASS SCREW PAN 6/32 X 3/8 PHILP	13.20
M TECH COMPANY	SHIPPING	8.95
M TECH COMPANY	SHIPPING	13.83
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
SIEMENS INDUSTRY, INC.	HVAC CONTRACT - POTW	13,222.00
SIEMENS INDUSTRY, INC.	REBUILT BOARD/POTW	799.20
ALTA EQUIPMENT COMPANY	PM LIFT TRUCK	148.31
ARGUS-HAZCO	PREVENTIVE MAINTENANCE OF METER	192.50
ARGUS-HAZCO	REPAIR AND CALIBRATION METER 62748	503.50
ARGUS-HAZCO	FREIGHT	11.83
FRANKIE D'S AUTO & TRUCK	OIL,LUBE,&FILTER/#26	35.00
FRANKIE D'S AUTO & TRUCK	OIL,LUBE,FILTER/#25	35.00
ACE HARDWARE	(1) 24 PK 3/8" GROMMET REFILL	4.99
ACE HARDWARE	(1) 1/4" ID HOLE GROMMET KIT	4.50
ACE HARDWARE	20 MISC. MDSE.	4.60
D & M SILKSCREENING	100 RAMS LOGO WOOL HATS	500.00
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		58,071.14
Total For Fund 590 SEWAGE DISPOSAL SYSTEM		63,908.06

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER

CAP. AREA DOWN SYNDROME

SHY ENTERPRISES, INC.

TRAILER PARK FEES FEBRUARY

2,117.50

EMPLOYEE CASUAL FRIDAY DONATION

234.00

TRANSIENT LICENSE BOND REFUND

250.00

Total For Dept 000.00

2,601.50

Total For Fund 701 TRUST & AGENCY FUND

2,601.50

Total For All Funds:

341,422.07

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated April 11, 2013**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 104912 through 104941 & direct deposits numbers: DD15448 through DD15527. The payroll was prepared in accordance with established payroll rates and procedures. The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

Lora Behnke, Accounting Clerk

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

Dated: April 11, 2013

Director of Accounting

II. Payroll Report

The April 11, 2013 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$65,605.73	\$19,022.60	\$46,583.13
Fire Dept. Fund	51,051.94	15,714.86	\$35,337.08
DDA	4,610.80	1,566.59	\$3,044.21
Sewer Fund/Receiving	36,477.88	10,618.82	\$25,859.06
Total Payroll	\$157,746.35	\$46,922.87	\$110,823.48
	Township FICA	Township RHS & Pension Plan & H.S.A.	Total Deductions & TWP Liabilities
General Fund	\$4,694.85	\$9,274.66	\$32,992.11
Fire Dept. Fund	3,807.62	5,804.25	25,326.73
DDA	196.81	361.96	2,125.36
Sewer Fund/Receiving	2,634.58	5,585.45	18,838.85
Total Payroll	\$11,333.86	\$21,026.32	\$79,283.05

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on April 11, 2013 and identified as follows:

04/11 Net Pay Disbursement in Common Savings (\$110,823.48)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on April 16, 2013, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated April 11, 2013 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Sweet(1)\Vander Ploeg(1)

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: April 11, 2013

RE: Proposed Delhi Township Ordinance No. 124 – Consumer Fireworks, Introduction and First Consideration

Enclosed for your review and first consideration is proposed Delhi Township Ordinance No. 124 which regulates the use of consumer fireworks in Delhi Township.

On January 1, 2012 the Michigan Fireworks Safety Act went into effect which regulated the sale and use of consumer fireworks in the state of Michigan including the stipulation that consumer fireworks could be discharged on the day before, the day of and the day after a national holiday.

Last summer staff and Board members began receiving complaints from residents regarding firework use on any random day. To that end, the Board discussed the need to develop an ordinance that regulated the use of fireworks in Delhi Township. Ordinance No. 124 was drafted mirroring the Michigan Fireworks Safety Act with regards to consumer fireworks. Essentially, consumer fireworks can only be discharged in Delhi Township on the day before, day of and day after a national holiday. Any discharge of a consumer firework in addition to those days is considered a misdemeanor and subject to a \$500 fine. This ordinance also stipulates that it is illegal to use fireworks on public property, school or church property or private property without prior permission of the property owner and is illegal to use consumer fireworks while under the influence of alcohol or a controlled substance.

Recommended Motion:

Upon first consideration, to adopt Delhi Township Ordinance No. 124 with regards to the regulation of consumer fireworks.

**DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN**

**FIREWORKS ORDINANCE
ORDINANCE NO. 124**

PREAMBLE

AN ORDINANCE AMENDING CHAPTER 6, FIRE PREVENTION AND PROTECTION, TO ADD ARTICLE VII, CONSUMER FIREWORKS, SECTIONS 6-101 THROUGH 6-107 TO THE CODE OF ORDINANCES OF THE CHARTER TOWNSHIP OF DELHI; AND TO ESTABLISH AN EFFECTIVE DATE HEREOF.

THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, ORDAINS:

SECTION 1. TITLE.

This ordinance shall be known as the “Delhi Charter Township Consumer Fireworks Ordinance.”

SECTION 2.

Article VII, Consumer Fireworks, Sections 6-101 through 6-107, is added to Chapter 6 of the Code of Ordinances of the Charter Township of Delhi to read as follows:

Sec. 6-101. Definitions.

The *Act* means the Michigan Fireworks Safety Act, MCL 28.451, *et seq.*, and any amendments to the Act, which may from time to time be adopted.

Consumer fireworks means fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations identified under the Act, and that are listed as provided under the Act. Consumer fireworks do not include low-impact fireworks or novelties.

Firework or fireworks means any combustion or device, except for a starting pistol, a flare gun or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks, and special effects. Articles pyrotechnic, display fireworks, and special effects are governed by Article VI, Fireworks and Pyrotechnic Programs, of Chapter 6 of the Code of Ordinances of the Charter Township of Delhi.

Low-impact fireworks means ground and handheld sparkling devices as provided under the Act.

National holidays as used in this Article VII shall mean:

- New Year's Day, January 1.
- Birthday of Martin Luther King, Jr., the third Monday in January.
- Washington's Birthday, the third Monday in February.
- Memorial Day, the last Monday in May.
- Independence Day, July 4.
- Labor Day, the first Monday in September.
- Columbus Day, the second Monday in October.
- Veterans Day, November 11.
- Thanksgiving Day, the fourth Thursday in November.
- Christmas Day, December 25.

Novelties means that term as defined under the Act and all of the following:

- (i) Toy plastic or paper caps for toy pistols in sheets, strips, rolls, or individual caps containing not more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cap.
- (ii) Toy pistols, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in subparagraph (i) are used, that are constructed so that the hand cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.
- (iii) Flitter sparklers in paper tubes not exceeding 1/8 inch in diameter.
- (iv) Toy snakes not containing mercury, if packed in cardboard boxes with not more than 12 pieces per box for retail sale and if the manufacturer's name and the quantity contained in each box are printed on the box; and toy smoke devices.

Person means an individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.

Except as otherwise provided, other terms in this Article shall have the meaning ascribed to them in the Act.

Sec. 6-102. Ignition, Discharge and Use of Consumer Fireworks.

No person shall ignite, discharge or use consumer fireworks within the Township, except on the day preceding, the day of, or the day after a national holiday.

Sec. 6-103. Firework Safety.

No person shall recklessly endanger the life, health, safety, or well-being of any person by the ignition, discharge, or use of fireworks or novelties.

Sec. 6-104. Prohibited Conduct.

A person who violates any of the following is subject to the penalties provided under the Act:

(i) A person shall not ignite, discharge, or use consumer fireworks on public property, school property, church property, or the property of another person without that organization's or person's express permission to use those fireworks on those premises.

(ii) A person shall not sell consumer fireworks to an individual who is under the age of 18.

(iii) An individual shall not use consumer fireworks or low-impact fireworks while under the influence of alcoholic liquor and/or a controlled substance, as those terms are defined in the Act.

Sec. 6-105. Seizure and Cost Recovery.

Any fireworks or novelties used, discharged, ignited or possessed in violation of the Act or this Article shall be subject to seizure. A person found guilty of violating the Act or this Article shall be responsible to reimburse the Township for the costs of storing seized fireworks as provided under the Act.

Sec. 6-106. Applicability of General Ordinances.

Nothing in this Article or in the Act shall be construed or interpreted to limit the authority of the Township to enforce ordinances or laws of general applicability at any time or on any day, if the conduct is incidental to the sale, distribution, display, storage, transportation, ignition, discharge or use of fireworks and novelties.

Sec. 6-107. Violations, Fines and Penalties.

Any person who violates Sec. 6-102 or Sec. 6-103 shall be guilty of a misdemeanor, punishable by up to ninety (90) days in jail and/or a fine up to \$500.00.

SECTION 3. PENALTIES.

All proceedings pending and all rights and liabilities existing or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law in effect when they are commenced. This Ordinance shall not be construed to affect any prosecution pending

or initiated before the effective date of this Ordinance, or initiated after the effective date of this Ordinance for an offense committed before that effective date.

SECTION 4. SEVERABILITY.

If any section, paragraph, clause, phrase or part of this Ordinance is held invalid by any court of competent jurisdiction, or by any agency, department, or commission empowered by statute for such purpose, such decision shall not affect the validity of the remaining provisions of this Ordinance, and the application of those provisions to any person or circumstances shall not be affected thereby.

SECTION 5. EFFECTIVE DATE.

This Ordinance shall become effective thirty (30) days after its passage and publication and recording as required by law.

C. J. Davis, Supervisor

Evan Hope, Clerk

I, Evan Hope, Clerk of the Charter Township of Delhi, do hereby certify that the above is a true action taken by the Delhi Charter Township Board of Trustees as follows:

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

Evan Hope, Clerk

From: [Kirk C. Herald](#)
To: [Tricia VanderPloeg](#)
Subject: Consumer Fireworks Ordinance
Date: Thursday, April 11, 2013 11:58:05 AM
Attachments: [consumer fireworks ordinance 041113 \(00858718\).DOC](#)

Tricia,

Attached please find a draft of a proposed Consumer Fireworks Ordinance. The ordinance should be self-explanatory, but I'd like to make several other comments and observations:

(1) The preceding "pyrotechnics" ordinance did not have reserved sections. I began this Article with the immediately following section number.

(2) The ordinance deals with "consumer fireworks," although I have added references to "display fireworks," etc., in Sec. 6-101 and, particularly, referred to Article VI as the applicable ordinance for regulation of those types of fireworks. I did not review that ordinance. I also included references to all fireworks and novelties for purposes of general safety (Sec. 6-103), seizure/cost recovery (Sec. 6-105), and the continuing applicability of general ordinances (Sec. 6-106).

(3) The ordinance relies in large measure on the Michigan Fireworks Safety Act, including with respect to various definitions, prohibited conduct and penalties. A few thoughts on the interrelationship between the ordinance and the Act:

- (a) I restated some, but not all, of the Act's definitions. I used only those that I thought were the most applicable to the permissible regulation of consumer fireworks. I also utilized the definitions of low-impact fireworks and novelties, however, for purposes of continuing enforcement of generally-applicable and "incidental" ordinances (see below). *Low-impact fireworks* may not be regulated under the Act. *Novelties* are not even governed by the Act, but the Act further says that it does not authorize a municipality to enact ordinances regulating novelties. While this may have been an intent to keep novelties free from local regulation, I'm not certain the language actually accomplishes this. (More particularly, we don't rely on the Michigan Fireworks Safety Act as an enabling statute, thus a statement that the Act doesn't enable novelties regulation may be of no impact.) Nevertheless, I've drafted the ordinance to regulate novelties only with respect to those generally-applicable instances mentioned in (2), above, and not to impose any additional novelties-based restrictions.
- (b) I also included a definition of "national holidays," based on 5 USC 6103. While this is accurate, you may want to consider removing the definition of "national holidays," simply because it identifies holidays that are not ordinarily associated with fireworks activity – e.g., Columbus Day. The activities would still be permitted under law, but this may do more to promote the activity, rather than restrict it. (For what it's worth, legislation is currently pending that would further restrict applicable "fireworks" days to only those days around New Year's Day and July 4th.

If passed, you would want to revisit this issue to make appropriate amendments.)

- (c) The Act identifies various prohibited conduct that constitutes either a state civil infraction or crime. I added that language to further describe the applicable prohibitions, but also made it clear that violations were subject to the Act and not the penalties under the ordinance. If we attempted to also make those prohibitions a violation of the ordinance, I fear we may run afoul of the prohibition against regulating use. (In other words, while the conduct is clearly prohibited by the Act and subject to state penalties, the Act also suggests that the same conduct may not be regulated by municipalities.)
- (d) Again, the Act generally allows municipal regulation on the “three days” surrounding a national holiday. The Act also makes it a state-level violation to use fireworks on public property and other identified property without first obtaining permission from the property owner. It is probable, but not entirely clear, that the township can prohibit fireworks-related activity on public property even on the “three days.” With that, the township could state in the ordinance that consumer fireworks are never permissible on township-owned property, but I did not include such language at this time because: (i) I don’t know if that’s your preference, and (ii) the Act is not entirely clear, and I didn’t want to highlight the potential issue in the ordinance language itself.
- (e) The Attorney General has opined that “incidental” regulation of fireworks activity is permissible. (OAG No. 7266, June 12, 2012). In that instance, a township ordinance required a permit for temporary vendors. The Attorney General determined that the Act “does not preempt a generally applicable local ordinance regulated all use of temporary vending facilities because the ordinance has only an incidental effect on the sale, display, and distribution of fireworks.” While the scope of this determination is unknown and likely dependent on the facts of any particular matter, this leaves the door open to various generally applicable ordinances only incidentally affecting fireworks activity. Sections 106-3 and 106-6 are attempts to incorporate that concept on a general level.

Please contact me if you have any questions or concerns regarding the attached document or the issues raised above. Thanks!

Kirk C. Herald, Attorney
Thrun Law Firm, P.C.
Phone 517.374.8819 - Fax 517.484.0081
kherald@thrunlaw.com – www.thrunlaw.com

P.O. Box 2575
East Lansing, MI 48826
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2900 West Road, Suite 400
East Lansing, MI 48823

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: April 4, 2013

RE: Agreement between Delhi Charter Township and Meridian Charter Township for Fire and Rescue Services within Alaiedon Township

Enclosed for your review and approval is an Agreement between Delhi Charter Township and Meridian Charter Township to provide fire and rescue services to Alaiedon Township.

This Agreement defines the service area (all property along and north of Sandhill Drive, bordered by College Road on the west and Meridian Road on the east) wherein the Meridian Township Fire Department personnel would become the first responders for all fire and rescue calls. It also provides for the compensation of this service through receiving a portion of standby fees and the same hourly rates for service calls as defined in our Alaiedon Township Fire Agreement.

This opportunity is an outcome of both our on-going fire regional collaboration and the merger of the 911 Dispatch Center serving Ingham County. Delhi's total fire/EMS/rescue calls for service have doubled since we began serving Alaiedon Township in 1997. With the assistance of our mutual neighbor, Meridian Township, our staff will become more available to serve our residents' fire and EMS needs. Therefore, I recommend approval of this Agreement.

Recommended Motion:

To approve the Agreement between Delhi Charter Township and Meridian Charter Township for Fire and Rescue Services within Alaiedon Township.

**AGREEMENT BETWEEN DELHI CHARTER TOWNSHIP AND MERIDIAN CHARTER
TOWNSHIP FOR FIRE AND RESCUE SERVICES WITHIN
ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the _____ day of _____, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and the Charter Township of Meridian, whose address is 5151 Marsh Road, Okemos, Michigan 48864 (hereinafter referred to as "Meridian").

The Charter Township of Delhi provides contract fire protection to Alaiedon Township and, in order to provide the best delivery of services, the Charter Township of Meridian hereby agrees to provide mutual aid fire response and services to Delhi within Alaiedon Township per the following policy.

1. **Fire Protection and Rescue Service.** All fire and rescue calls dispatched by Ingham County 911 Center in Alaiedon Township for properties located along and north of Sandhill Road, including I-96 from College Road to Meridian Road, all of Stillman Road, and all streets and roads north of I-96 will be served by Meridian. Meridian will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Meridian Charter Township officers. On I-96, response will be provided to only those calls wherein fire or extrication is needed. This agreement shall not include any ambulance or EMS service calls within the boundaries of Alaiedon Township.

2. **Compensation.** Compensation to Meridian for each category of service shall be paid by Delhi as follows:

2A. **Standby and Administrative Fee.** An annual standby and administrative fee shall be paid by Delhi to Meridian during the term of this Agreement in the amount of Thirteen Thousand Six Hundred Eighty-Four and 87/100 Dollars (\$13,684.87). Payment shall be made in equal monthly installments of One Thousand One Hundred Forty and 41/100 Dollars (\$1,140.41), commencing on the first day of June 2013 and continuing on the first day of each month thereafter through the end of the term of this agreement. This annual fee may be modified in the following manner based on the annual contract price between Delhi and Alaiedon Township.

A party proposing to modify this annual fee may do so by giving the other written notice of such, and such modified annual fee becomes the new annual fee, unless within 60 days after receipt of such notice, the other party objects in writing to such a modified fee.

If not objected to, the modified fee shall be the new annual fee 60 days after the initial notice and shall be paid in monthly installments over the remaining term of the agreement, unless the parties agree otherwise. The modified annual fee and monthly payments shall be noted in an attached Exhibit A to the agreement, but the failure to attach or update Exhibit A shall not mean that the fee has not been modified.

B. Fire Run Charge.

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1st hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Calls which are cancelled prior to any unit leaving the station will not be charged.

C. Reporting / Invoicing Required

1. **Reports:** Copies of NFIRS Incident reports for all incidents which Meridian covers within Alaiedon Township during any month will be provided to Delhi no later than the 5th of the following month. Reports will include the name, address and phone number of those persons who received the fire and/or rescue service.
2. **Invoice:** An invoice will be provided to Delhi along with the NFIRS copies. Invoices will indicate date, time, address, total hours and total fee due for each call.

Payment for fire services rendered pursuant to subparagraphs B and C above shall be made within sixty (60) days of billing.

6. **Employee Protection.** Meridian shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein.

7. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract which allows the non-discriminatory party to immediately terminate this agreement.

8. **Term.** This agreement shall commence at 12:01 a.m. on June 1, 2013 and shall continue until midnight December 31, 2013. This agreement may be renewed, extended or modified upon the mutual consent of both parties. In the event of renewal, the then-current annual standby and administrative fee under paragraph 2A shall continue for another year.

a. Notwithstanding anything in this paragraph to the contrary, either party to this agreement may terminate it upon 60-days' written notice to the other.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written.

THE CHARTER TOWNSHIP OF MERIDIAN

By: _____
Gerald Richards
Its: ***Manager***

By: _____
Frederick Cowper
Its: ***Fire Chief***

And.

THE CHARTER TOWNSHIP OF DELHI

By: _____
John B. Elsinga
Its: ***Manager***

By: _____
Richard Royston
Its: ***Fire Chief***

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: April 8, 2013

RE: Planned Equipment Maintenance Agreement

Enclosed for your review and approval is a three-year Planned Equipment Maintenance Agreement between Delhi Charter Township and Wolverine Power Systems in the amount of \$15,475 for the first two years and \$16,120 the final year. This Agreement would provide us with a semi-annual preventative maintenance program for all seventeen (17) of our Township-owned standby power generators.

Staff solicited bids from four qualified vendors with the lowest bid received from Wolverine Power Systems. The basic contract service of \$9,475 provides for the preventative maintenance and oil on the generators. The additional \$6,000 would pay for the testing and monitoring of them under their intended load condition. Together, this program will insure our standby power generators are always ready and available to provide electricity in times of outages.

This contract also guarantees service response times along with a backup generator in case any one of our seventeen fails to perform. Therefore, I recommend approval of this Agreement.

Recommended Motion:

To approve the three-year Planned Equipment Maintenance Agreement between Delhi Charter Township and Wolverine Power Systems in the amount of \$15,475 the first two years and \$16,120 the third year for the preventative maintenance of Township generators.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES 
SUBJECT: EMERGENCY GENERATOR MAINTENANCE AGREEMENT
DATE: FEBRUARY 6, 2013
COPY TO: JAMES LENON, TERRY POWERS, FILE

Bids for the Planned Equipment Maintenance Agreement for the township generators were requested from Cummins Bridgeway, Superior, Wolverine, and W.W.Williams. The Township asked each company to provide a bid price, contract duration, if they owned or rented emergency generators in the event a township generator was out of service, quantity of technicians they employed locally and finally their emergency response time.

This contract includes semi-annual maintenance, load bank testing, guaranteed emergency response, and automatic reservation of portable emergency power in the event of a generator fail for all generators as follows: two CSC generators, one Ingham County Sheriff Department generator, and fourteen sewer fund owned generators (two at POTW, one at the POTW Ponds, three portable units, eight lift stations). Load bank testing is accomplished by attaching a devise to the generator which will simulate full load; ensuring the generator can indeed generate up to its electrical output rating. The contract does not include labor, travel, or parts needed for corrective maintenance.

The following responses were received from each company:

Company	Bid Price	Contract Duration	Temporary Generators Available?	Technicians	Emergency Response Time (Max)
Cummins Bridgeway	\$17,147.93	5 year non-binding	Own 160 units	31	2 hrs
Superior	\$22,291.64	3 year 6% increase third year	Own 7 units	5	2 ½ hrs
Wolverine	\$15,475.00	3 year 3.75% increase third year	Own generator rental fleet	18	2 hrs
WW Williams	\$17,047.63	3 year	Rent	13	1 ½ hrs

As the lowest responsive bid, I respectfully request approval of the Planned Equipment Maintenance Agreement with Wolverine. Using Wolverine for lift station generator maintenance will free Maintenance Mechanics for other tasks while also guaranteeing the performance of the generators.

I respectfully request that you recommend to the Board at its next meeting on April 16, 2013, a motion to approve the Wolverine contract of \$15,475.00 for Township Preventive Generator Maintenance.

April 9, 2013

DELHI CHARTER TOWNSHIP

Attn: Terry Powers
1492 Aurelius Rd.
Holt, MI 48842

We would like to offer you one of our scheduled maintenance programs for your backup power system. Regular scheduled maintenance is a vital part to keeping your generators functional and ready to work when you need them.

Below you will find options for providing regular maintenance on your generators and their respective pricing. You will find a detailed description of what is included in each program on the enclosed Maintenance Program Checklist. To sign up, simply check your preferred level of maintenance and the month that you would like us to start this maintenance. Then return the signed agreement to us.

	<u>YR 2013</u>	<u>YR 2014</u>	<u>YR 2015</u>
<input type="checkbox"/> Level 1 Maintenance on 17 units* (See attached checklist for details)	\$ 7,520	\$ 7,520	\$ 7,830
<input type="checkbox"/> Oil & Fuel Sample Analysis on 17 units*	\$ 1,955	\$ 1,955	\$ 2,040
<input type="checkbox"/> 2 HR Load Bank test each on 17 units*	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,250</u>
TOTAL.....	\$15,475	\$15,475	\$16,120

* See ADDENDUM for the price breakdown.

Scheduling Contact: _____

Phone: _____

Secondary Phone Number: _____

Email: _____

This agreement renews annually unless a 30-day written notice is received to cancel the inspections. Payment is due after each inspection. Wolverine Power Systems is not liable for losses or any contingent liabilities arising from the operation of this system or the failure of this system to operate. Price does not include applicable tax and/or surcharges.

Authorized By

Signature

Date

ADDENDUM

	Location	Make	Rating	Level 1	Oil & fuel		Year 1	Year 2	Year 3
					Sample	2hr LB			
1	College Road Lift Station	Onan	70	\$340	\$115	\$300	\$ 755	\$ 755	\$ 790
2	St. Lawrence Lift Station	Kohler	25	\$250	\$115	\$300	\$ 665	\$ 665	\$ 690
3	POTW, North Genset	Onan	500	\$700	\$115	\$400	\$ 1,215	\$ 1,215	\$ 1,260
4	POTW, South Genset	Cummins	600	\$1,100	\$115	\$400	\$ 1,615	\$ 1,615	\$ 1,680
5	POTW, Ponds Genset	Caterpillar	250	\$610	\$115	\$400	\$ 1,125	\$ 1,125	\$ 1,170
6	Lift Station D	Generac	276	\$610	\$115	\$400	\$ 1,125	\$ 1,125	\$ 1,170
7	Maintenance G1, Portable	Sullair	150	\$360	\$115	\$400	\$ 875	\$ 875	\$ 910
8	Maintenance G2, Portable	Sullair	75	\$340	\$115	\$300	\$ 755	\$ 755	\$ 790
9	Maintenance G4, Portable	Sullair	75	\$340	\$115	\$300	\$ 755	\$ 755	\$ 790
10	Pleasant River Lift Station	Sullair	75	\$340	\$115	\$300	\$ 755	\$ 755	\$ 790
11	Pinetree Lift Station	Kohler	180	\$390	\$115	\$400	\$ 905	\$ 905	\$ 940
12	CSC Fire Side Genset	Onan*	60	\$370	\$115	\$350	\$ 835	\$ 835	\$ 870
13	CSC Office side genset	Onan*	80	\$390	\$115	\$350	\$ 855	\$ 855	\$ 890
14	Sheriff Dept genset	Katolight	60	\$320	\$115	\$300	\$ 735	\$ 735	\$ 770
15	Eifert Rd. Lift Station	Cummins	150	\$360	\$115	\$400	\$ 875	\$ 875	\$ 910
16	Dell Rd. Lift Station	Onan	80	\$340	\$115	\$300	\$ 755	\$ 755	\$ 790
17	Waverly Rd. Lift Station	Cummins	150	\$360	\$115	\$400	\$ 875	\$ 875	\$ 910
				<u>\$7,520</u>	<u>\$1,955</u>	<u>\$6,000</u>	<u>\$ 15,475</u>	<u>\$ 15,475</u>	<u>\$ 16,120</u>

(Note: PM prices for years 1 & 2 have the same prices. 4% increase was applied to year 3 only.)

In addition to regular scheduled maintenance, Wolverine Power Systems also offers services and repairs that fall outside the normal scope of work on a time and materials (T&M) basis using the following travel fees and labor rates.

Normal Service Call.....	\$160/Trip
Overtime Travel.....	\$ 49.50 add'l per hr - round trip
Normal Labor: (8am-5pm).....	\$ 99.00/HR
Overtime/Emergency Labor..	\$148.50/HR
Holiday Labor.....	\$198.00/HR

Breakdown of Charges: **Service Call** (this will cover mileage and travel time of technician)
Plus: Labor, Parts (if applicable) & **Tax/Surcharge** (if applicable)

Engine-Driven Generator Maintenance Program Checklist

Level 1 Maintenance Program Checklist

One scheduled visit per year which includes, but is not limited to:

- **Battery and Charger Inspection of:**
 - Fluid Level
 - Voltage
 - Cable & Connections
 - Charger output
- **Engine, Inspection of:**
 - Oil Pressure
 - Cranking Voltage
 - Safety Shutdowns and Pre-Alarms
 - Crankcase Blow-by
 - Lube Level
 - Spark Plugs
 - Leaks
 - Abnormal Noise or Vibration
 - Alternator Output
- **Generator Inspection of:**
 - Exciter
 - Stator
 - Brushes & Holders
 - Collector Rings
 - AC Windings
- **Fuel System Inspection**
 - Flex Fuel Lines
 - Leaks
- **Control Panel Inspection**
 - Voltage Regulator
 - Engine Monitors
 - Wiring & Relays
 - Indicator Bulbs
 - Connections
- **Regular Maintenance - Annually**
 - Change Engine Oil & Filter
 - Change Fuel Filter (If Applicable)
 - Adjust Valve Lash
 - Lubricate Generator Bearings
 - Replace Spark Plugs (Every 100 Hours – If Applicable)
 - Change Air Filter (As needed – Additional Charge)
- **Regular Maintenance – Every 4 Years**
 - Replace Engine Coolant (Additional Charge – T&M)
 - Change Batteries (Additional Charge)
 - Change Block Heater Hoses

Level 2 Maintenance Program Checklist

Two scheduled visits per year which include, but is not limited to:

- **Battery and Charger Inspection of:**
 - Fluid Level
 - Voltage
 - Cable & Connections
 - Charger output
- **Engine, Inspection of:**
 - Oil Pressure
 - Cranking Voltage
 - Safety Shutdowns and Pre-Alarms
 - Crankcase Blow-by
 - Lube Level
 - Spark Plugs
 - Leaks
 - Abnormal Noise or Vibration
 - Alternator Output
- **Generator Inspection of:**
 - Exciter
 - Stator
 - Brushes & Holders
 - Collector Rings
 - AC Windings
- **Fuel System Inspection**
 - Flex Fuel Lines
 - Leaks
- **Control Panel Inspection**
 - Voltage Regulator
 - Engine Monitors
 - Wiring & Relays
 - Indicator Bulbs
 - Connections

One of the scheduled visits will also include:

- **Regular Maintenance - Annually**
 - Change Engine Oil & Filter
 - Change Fuel Filter (If Applicable)
 - Adjust Valve Lash
 - Lubricate Generator Bearings
 - Replace Spark Plugs (Every 100 Hours – If Applicable)
 - Change Air Filter (As needed – Additional Charge)
- **Regular Maintenance – Every 4 Years**
 - Replace Engine Coolant (Additional Charge – T&M)
 - Change Batteries (Additional Charge)
 - Change Block Heater Hoses

LOAD-BANKING OPTION

Load Bank testing is a practical method of testing the generator's output under realistic circumstances. Providing on-demand power is the essential directive for a generator. Exercising at less than 100% full-rated load can cause inferior or older systems to run less reliably. Load bank testing rids the exhaust ports and valves of carbon and cylinder-bore buildup, as well as reveals frail electrical components. This can be performed without disabling or interrupting the generator's capabilities. This is normally a process for customers in which we incrementally increase the kW load and record several different readings on a 15-minute interval. Load bank testing will insure that your generator complies with the industry code requirement of NFPA-110, Standard for Emergency and Standby Power Systems.

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: April 10, 2013

RE: Removal of Committed Funds from FY 2013 General Fund Budget

On November 7, 2012 the Township Board adopted Resolution No. 2012-013 which approved the fiscal year 2013 General Fund Budget. The adoption of the budget included "Committed Fund Balance" of \$60,000 for the window treatments throughout the Community Services Center (townhall).

The Committed Fund Balance classification includes amounts that can be used only for specific purposes as designated by the Board. These funds cannot be used for any other purpose unless the Board changes the purpose or removes the commitment. Since the window treatment project is complete (\$23,650) the Township Board will need to remove the commitment of funds for this project enabling the remaining balance of committed funds (\$36,350) to be utilized elsewhere if necessary.

Recommended Motion:

To remove the Committed Fund Balance for Window Treatments based on completion of the project.

Delhi Charter Township
Accounting Department

Memo

DATE: April 9, 2013
TO: John Elsinga, Twp. Manager
FROM: Gail Meredith, Accounting Technician 
SUBJECT: Committed Fund Balance-Window Treatments

The 2013 General Fund budget, which was adopted per Resolution No. 2012-013, committed \$60,000 of fund balance for window treatments. According to governmental standards "Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit those amounts."

As the window treatments have been installed and paid for, the Board should make a resolution releasing the funds from that commitment.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2012-013

**ADOPTING FISCAL YEAR ENDING DECEMBER 31, 2013
GENERAL FUND BUDGET**

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, held at the Community Services Center, 2074 Aurelius Road, Holt, MI, 48842, on Wednesday, November 07, 2012, at 7:30 P.M.

PRESENT: Supervisor Stuart Goodrich, Clerk Evan Hope, Treasurer Roy Sweet, Trustee Derek Bajema, John Hayhoe, Jerry Ketchum, DiAnne Warfield

ABSENT: None

The following resolution was offered by: Trustee Warfield

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) requires, among other things:

- A. That the Township pass a general appropriations act for all funds except trust or agency, internal service, enterprise, debt service, or capital project funds;
- B. That responsibility for the budget is designated;
- C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and
- D. That the budget include amounts of surplus or deficit that have accumulated from prior years, current year, and estimated surplus or deficits for the budget year; and

WHEREAS, the FY 2013 General Fund Budget was presented to the Township Board members on September 1, 2012; and

WHEREAS, the Township Board met and deliberated over the FY 2013 General Fund Budget on September 11th, 2012; and

WHEREAS, a public hearing, properly noticed to the public, has been announced and held at the Township Board Meeting held on Tuesday, October 16th, 2012 at 8:00 p.m., and copies of the proposed General Fund Budget having been made available for public inspection; and

WHEREAS, the Township Board desires to appropriate monies for General Fund activities for FY 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the F.Y. 2013 General Fund Budget as itemized in the attached Exhibit A.
2. This budget is an "Activity" budget, and appropriations are made based on the total of the line items in each department or budget activity.
3. The Township Manager as Chief Administrative Officer is designated as responsible for the General Fund Budget and is hereby authorized to make budgetary transfers between General Fund

Departmental/Activity Budgets in consultation with the department heads whose budgets are affected and in amounts not to exceed \$10,000 per transfer, with said transfers to be reported to the Board at its next regular meeting.

5. The Township Treasurer and Director of Accounting are hereby directed to transfer monies from the Sewer Fund to the General Fund for payment of administrative services for fiscal year 2013 in the total amount of \$384,450. These administrative services are performed by General Fund employees and include, but are not limited to, sewer billing and administration, payroll, accounts payable, accounting, personnel functions, clerical and record retention services, and management services. One-fourth of this annual charge shall be transferred at the end of each fiscal year quarter.

The following itemization of accumulated surpluses/use of surpluses are accepted:

<u>GENERAL FUND</u>		
01-01-12	Fund Balance	\$3,977,167
	Michigan Tax Tribunal Adjustment	(36,226)
2012	Estimated Revenue and Other Sources	7,729,200
2012	Estimated Expenditures and Other Uses	<u>(6,965,980)</u>
12-31-12	Estimated Fund Balance	4,704,161
2013	Budgeted Revenues and Other Sources	7,340,780
2013	Budgeted Expenditures and Other Uses	<u>(7,028,430)</u>
12-31-13	Projected Fund Balance	\$5,016,511

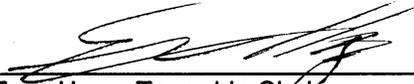
The operating millage to be levied for the General Fund is 4.3094 mills.

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

Nays: Bajema

Absent: None

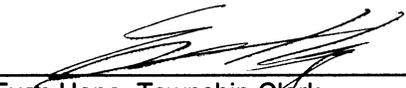
Resolution declared adopted: 11/07/2012.



Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 7th day of November, 2012.



Evan Hope, Township Clerk

GENERAL FUND REVENUE, EXPENDITURES AND FUND BALANCE

Description	2011 Actual	2012 Budget	2012 Projected	2013 Budget
Revenue				
Taxes	\$ 3,177,174	\$ 3,058,300	\$ 3,049,140	\$ 2,882,940
Licenses and Permits	232,667	172,500	165,370	166,350
Grants & Revenue Sharing	2,007,858	1,637,000	2,020,860	1,822,800
Intergovernmental-Local	176,996	185,160	185,160	93,440
Charges for services	806,370	768,890	772,890	779,300
Other Revenue	1,026,139	966,000	998,700	1,035,900
Fines & Forfeitures	27,304	9,000	22,200	18,000
Interest & Rentals	31,434	36,600	24,600	24,150
Franchise Fees	418,879	431,000	432,980	432,900
Total Revenue	7,904,821	7,264,450	7,671,900	7,255,780
Expenditures				
Legislative	97,805	101,360	102,000	103,510
Manager	326,918	312,030	316,570	326,500
Accounting	193,754	197,300	167,070	151,920
Clerk	229,238	237,740	234,330	239,210
Information Technology	262,589	387,180	358,340	319,660
Treasurer	225,555	246,860	235,450	239,410
Assessing	256,049	278,920	290,470	301,390
Elections	14,289	84,220	93,180	8,500
Building & Grounds	277,828	292,810	276,690	302,450
Cemetery	101,524	108,210	107,670	118,750
Stormwater	219,110	282,180	288,270	394,550
Infrastructure	393,800	602,000	606,200	710,500
Community Development	612,929	623,770	631,030	649,020
Parks Administration	166,812	176,960	175,310	182,970
Parks	532,712	499,630	760,970	499,770
Recreation	161,006	186,135	181,520	169,410
Other Functions	321,264	357,720	367,720	413,100
Debt Service	43,222	42,070	42,070	40,910
Total Expenditures	4,436,404	5,017,095	5,234,860	5,171,530
Other Financing Sources (Uses)				
Sale of Fixed Assets	100,089	68,850	57,300	85,000
Transfer Out to Fire Fund	(352,349)	(568,620)	(573,960)	(557,100)
Transfer Out to Police Fund	(1,010,319)	(1,128,070)	(1,157,160)	(1,299,800)
Transfer Out to Pine Tree Rd	(25,633)	-	-	-
Total Other Financing Sources (Uses)	(1,288,212)	(1,627,840)	(1,673,820)	(1,771,900)
Revenues Over (Under) Expenditures	2,180,205	619,515	763,220	312,350
Fund Balance, Beginning	1,796,962	3,977,167	3,977,167	4,704,161
Prior Year's adjustment-RSDC MTT			(36,226)	
*Total Fund Balance, Ending	\$ 3,977,167	\$ 4,596,682	\$ 4,704,161	\$ 5,016,511

* Includes Committed Fund Balance for:

CSC Roof		75,000	75,000	150,000
Window Treatments		30,000	30,000	60,000
Cemtery Road Repair		-	-	15,000
Total Committed for Future Capital Outlay		105,000	105,000	225,000

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

Delhi Charter Township

April 09, 2013

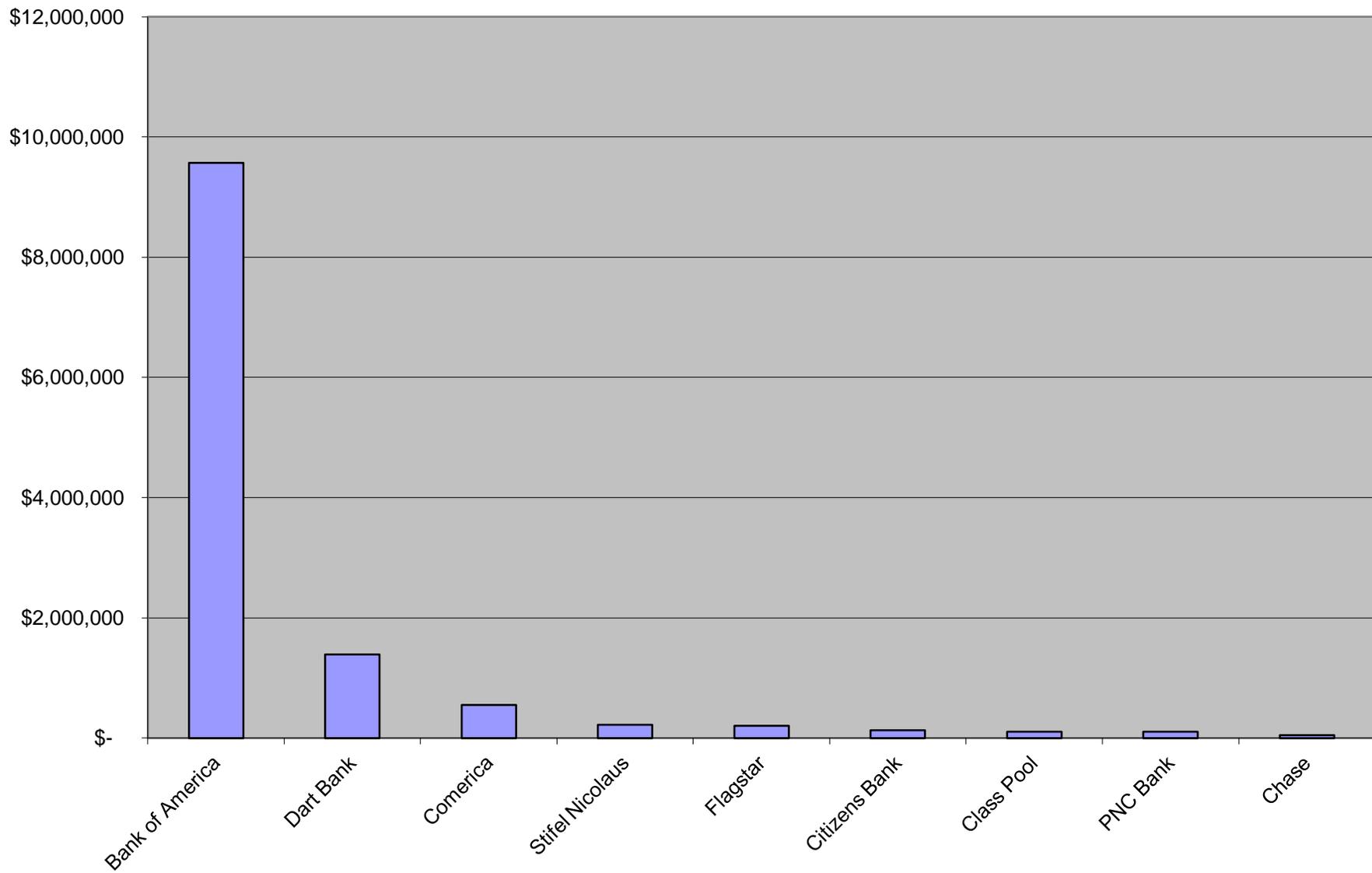
To: Delhi Charter Township Board of Trustees

From: Roy W. Sweet, Treasurer

Subject: 1st Quarter Investment Report

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

Excellence in Customer Service is our Goal



DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
First Quarter Report 2013
March 31, 2013

Cash and Investments by Institution

INSTITUTION	Code	NAME OF ACCOUNT	3/31/13 G.L. Balance	INTEREST RATE, MATURITY, ETC.
Bank of America	1	General Fund Pooled Account	\$ 6,226,392	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Fire Fund Pooled Account	766,140	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Police Fund Pooled Account	918,030	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Fire Equipment Pooled Account	374,252	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Water Improvemt Pooled Acct	258,023	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Sewer Receiving Pooled Account	724,941	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	LSR Pooled Account	136,826	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Trust & Agency Pooled Account	(37,951)	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Brownfield Pooled Account	17,286	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Delinquent PP Tax Account	17,136	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Falk Trust Savings Pooled Acct	75,895	Pooled Checking/Investment Acct. No interest earned in Mar.
Bank of America	1	Employee Flex Spending	8,610	Non-interest bearing account
Bank of America	1	Current Tax Savings	82,957	Investment Account - No interest earned in Mar.
		TOTAL		\$9,568,537
Class Pool	2	Water Impr Class Pool Investment	\$ 102,340	0.13% Mar. Average Annualized Yield
Class Pool	2	Sewer Class Pool Investments	1,011	No interest earned in Mar.
		TOTAL		\$103,351
Stifel Nicolaus	3	General Fund Investment	\$ 220,602	Three zero coupon bonds due 4/1/13, 11/11/13, & 7/5/14
Chase	4	General Fund Investment	\$ 46,247	Mar. Interest rate = .20%
Dart Bank	5	Combined Sewer Savings	\$ 931,302	Muni Money Market Pooled Account for Sewer Replacement, Surplus, and Bond Payment. 3/31 Annual % Yield - .30%
Dart Bank	5	Sewer Replmt CD's 43896 & 43901	456,619	0.35%, due 9/11/13; 0.55%, due 5/6/13
Dart Bank	5	General Fund I.T. Account	2,000	Non-interest bearing account
		TOTAL		\$ 1,389,921
Citizens Bank	6	Combined Sewer Investment	\$ 126,596	0.15% Mar Average
Flagstar Bank	7	Sewer Replacemt CD 106351654	\$ 201,309	0.6%, due 4/8/13
Comerica Securities	8	Sewer Fund Securities	\$ 227,055	1.0%, 2.2%, Matures 9/27/17, 9/16/15
Comerica Securities	8	General Fund Securities	321,625	4.5%, 5%, 0.5%; Matures 6/17/13, 5/01/15, 6/28/17
		TOTAL		\$548,680
PNC Bank	10	Fire Investment	\$ 100,742	Mar. Annual % Yield Earned = .2%
Total Delhi Township Cash & Investments			\$ 12,305,984	

Downtown Development Authority Cash & Investments

INSTITUTION		NAME OF ACCOUNT	3/31/13 G.L. Balance	INTEREST RATE, MATURITY, ETC.
Bank of America		Pooled Savings	\$ 2,291,853	Pooled Checking/Investment Acct. No interest earned in Mar.
Dart Bank		Hi-Fi Savings	1,337,687	Muni Money Market, 3/31 Annual Yield = .30%
Class Pool		Investment	474	No interest earned in Mar.
Flagstar		Investment	76,359	Mar. Interest Rate = .4%

Total DDA Cash & Investments **\$ 3,706,373**

DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
Quarterly Report - Institution Summary
March 31, 2013

<u>INSTITUTION</u>	<u>TYPE OF ACCOUNT</u>	<u>TOTAL CASH/INVESTMENTS at March 31, 2013</u>	
Bank of America	Checking and Investment	\$	9,568,537
Dart Bank	Hi-Fi Money Market & CD's		1,389,921
Comerica	Certificates of Deposit, Securities		548,680
Stifel Nicolaus	Securities, Money Fund		220,602
Flagstar	Certificate of Deposit		201,309
Citizens Bank	Investment Savings		126,596
Class Pool	Investment Savings		103,351
PNC Bank	Money Market		100,742
Chase	Investment Savings		46,247
	Total Delhi Township	\$	12,305,984

Delhi Downtown Development Authority Cash & Investments

<u>INSTITUTION</u>	<u>TYPE OF ACCOUNT</u>	<u>TOTAL CASH/INVESTMENTS at March 31, 2013</u>	
Bank of America	Checking and Investment	\$	2,291,853
Dart Bank	Hi-Fi Savings/Checking		1,337,687
Flagstar Bank	Investment		76,359
Class Pool	Investment		474
	Total Downtown Development Authority	\$	3,706,373

Delhi Charter Township Investments as of 3/31/13

