

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 10, 2013

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, September 10, 2013 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 8:05 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: Trustee John Hayhoe

Others Present: John Elsinga, Township Manager
Sandra Diorka, Director of Public Services
Mark Jenks, Director of Parks and Recreation
Tracy Miller, Director of Community Development
Rick Royston, Fire Chief
Brian Ball, Assistant Fire Chief
Nicole Wilson, Assessor
Howard Haas, DDA Executive Director
Lt. Eric Trojanowicz, Ingham County Sheriff's Office/Delhi Division
Undersheriff Allan C. Spyke, Ingham County Sheriff's Office
Gail Meredith, Accounting Technician
Darryl Albert, GIS Coordinator
Eva Walacavage, Administrative Secretary
Wendy Thielen, Assistant Township Manager of Human Resources
Amy Finch, Assistant Township Clerk/Deputy Clerk

NEW BUSINESS

SEWER FUND

The 2014 Sewer Fund budget requests expenditures of \$6,046,400, a decrease of \$677,680 from the 2013 projected budget.

Tom Traciak, H.J. Umbaugh & Associates, gave a summary of the Sewer Fund - Cost of Service Study that was performed. The study showed the need to adjust the basic service charge from \$13.00 to \$14.00 per month and the commodity charge from \$4.25 to \$4.90 per month. In addition to these rate adjustments, it was recommended to continue with the annual inflationary increase. Mr. Traciak recommended implementing the rate increases on January 1, 2014 followed by inflationary increases each year thereafter.

SEWER FUND ADMINISTRATION

The 2014 Sewer Fund Administration budget requests expenditures of \$668,630, an increase of \$10,000 from the 2013 projected budget.

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DEPARTMENT OF PUBLIC SERVICES

The 2014 Department of Public Services budget requests expenditures of \$3,460,170, an increase of \$432,320 from the 2013 projected budget.

SEWER FUND CAPITAL OUTLAY

The 2014 Sewer Fund Capital Outlay budget requests expenditures of \$150,000, a decrease of \$1,120,000 from the 2013 projected budget.

SEWER FUND DEBT

The 2014 Sewer Fund Debt budget requests expenditures of \$1,767,600, which is unchanged from the 2013 projected budget.

POLICE FUND

The 2014 Police Fund budget requests expenditures of \$2,422,040, an increase of \$55,590 from the projected 2013 budget.

*The Board Recessed at 9:13 a.m.
The Board Reconvened at 9:21 a.m.*

BUILDING AND GROUNDS

The 2014 Building and Grounds budget requests expenditures of \$515,830 (with an additional \$150,000 committed fund balance toward replacing the roof in the Community Service Center), an increase of \$211,800 from the projected 2013 budget.

CEMETERY

The 2014 Cemetery budget requests expenditures of \$122,540, and includes \$15,000 for a 4-year savings account for roadway repairs and/or replacement, a decrease of \$8,290 from the projected 2013 budget.

STORMWATER

The 2014 Stormwater budget requests expenditures of \$391,280, a decrease of \$3,690 from the 2013 projected budget.

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GENERAL FUND SUMMARY AND GENERAL FUND REVENUES

The 2014 General Fund budget requests total expenditures of \$7,897,440 (of which \$2,111,010 will be transferred to support the Fire and Police Funds). This is an increase of \$768,730 from the projected 2013 budget.

ACCOUNTING

The 2014 Accounting budget requests expenditures of \$157,170, an increase of \$10,050 from the projected 2013 budget.

LEGISLATIVE

The 2014 Legislative budget requests expenditures of \$108,140, an increase of \$3,330 from the projected 2013 budget.

MANAGER

The 2014 Manager budget requests expenditures of \$331,280, an increase of \$2,720 from the projected 2013 budget.

CLERK

The 2014 Clerk budget requests expenditures of \$240,110, an increase of \$3,930 from the projected 2013 budget.

ELECTIONS

The 2014 Elections budget requests expenditures of \$71,360, an increase of \$63,270 from the projected 2013 budget. The 2013 budget reflects no elections being held, while the 2014 budget reflects the August Primary and November Gubernatorial Election.

INFORMATION TECHNOLOGY

The 2014 Information Technology budget requests expenditures of \$342,180, an increase of \$47,220 from the projected 2013 budget.

TREASURER

The 2014 Treasurer budget requests expenditures of \$253,220, an increase of \$3,040 from the projected 2013 budget.

ASSESSING

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The 2014 Assessing budget requests expenditures of \$348,890, an increase of \$6,140 from the projected 2013 budget.

The Board Recessed at 11:45 a.m.
The Board Reconvened at 11:53 a.m.

COMMUNITY DEVELOPMENT

The 2014 Community Development budget requests expenditures of \$652,270, a decrease of \$11,240 from the 2013 projected budget.

INFRASTRUCTURE

The 2014 Infrastructure budget requests expenditures of \$1,008,190, an increase of \$315,130 from the 2013 projected budget.

PARKS AND RECREATION

The 2014 Parks and Recreation Administration budget requests expenditures of \$193,830, an increase of \$11,460 from the 2013 projected budget (the staffing levels for Building Maintenance/Grounds Keeper show 1.80 for 2014 but should be 3.60).

The 2014 Parks budget requests expenditures of \$511,300, an increase of \$14,280 from the 2013 projected budget.

The 2014 Recreation budget requests expenditures of \$175,000, an increase of \$1,580 from the 2013 projected budget.

OTHER FUNCTIONS & DEBT SERVICE

The 2014 Other Functions budget requests expenditures of \$324,100 and transfers out of \$2,111,010 for a total of \$2,435,110. Expenditures decreased \$77,100 from the 2013 projected budget and transfers out increased \$176,270 from the 2013 projected expenditures.

The 2014 Debt Service budget requests expenditures of \$39,740, a decrease of \$1,170 from the 2013 projected budget.

FIRE FUND

The 2014 Fire Fund budget requests expenditures of \$1,996,890, an increase of \$92,590 from the 2013 projected budget.

FIRE EQUIPMENT, TRAINING AND APPARATUS

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The 2014 Fire Equipment, Training and Apparatus budget requests expenditures of \$82,690, an increase of \$840 from the 2013 projected budget.

WATER IMPROVEMENT

The 2014 Water Improvement budget requests expenditures of \$244,540, a decrease of \$62,240 from the 2013 projected budget.

DOWNTOWN DEVELOPMENT AUTHORITY

The 2014 Downtown Development Authority budget requests expenditures of \$2,005,670 a decrease of \$155,360 from the 2013 projected budget.

BROWNFIELD REDEVELOPMENT AUTHORITY

Resources/Uses (Brownfield): Revenues of \$10,600 are anticipated along with \$15,200 of expenditures.

Resources/Uses (Local Site Remediation): Revenues of \$179,000 is anticipated along with \$5,250 of expenditures.

ADJOURNMENT

Meeting adjourned at 12:46 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

C.J. Davis, Supervisor

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