

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON DECEMBER 3, 013**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, November 20, 2012, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 6:30 p.m.

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
Tracy Miller, Director of Community Development
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

BUSINESS

DISCUSSION ON BOARD RULES AND PROCEDURES

Clerk Hope developed and distributed Board procedures to the Board. The following procedures were discussed:

- Board members must be recognized by the Chair before they speak.
- All comments shall be directed to the Chair.
- No Board member will be recognized to speak again until all Board members have had an opportunity to speak.
- Comments and discussion by Board members on agenda items will take place during the agenda item, after introduction and presentation of the agenda item.
- No debate shall be engaged between a board member and a member of the public.
- Those who do not follow the procedures or engage in inappropriate speech will be ruled out of order by the chair.
- Board members should notify the Clerk if they expect to be absent from a meeting.

The Board reviewed and had discussion on these procedures. The Board requested that another item be added to include "A decision of the Chair to not recognize someone who wishes to speak, to rule someone out of order or to limit discussion can be overturned by a majority vote of the Board."

Clerk Hope suggested to the Board that they draft a Board Mission Statement.

DEPARTMENT OF PUBLIC SERVICES – NOVEMBER ACTIVITY REPORT

The Board reviewed the Department of Public Services November Activity Report (ATTACHMENT I).

Sandra Diorka, Director of Public Services, stated that the Department of Public Services will be hosting an electronics collection event after the first of the year. The Christmas tree drop off will

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be held again this year. Ms. Diorka stated that more “Scrappy” containers will be added to the schools, beginning with the Holt High School kitchen.

Ms. Diorka reported on Green Ribbon Schools. The U.S. Department of Education Green Ribbon Schools Recognition Award honors schools and districts that are exemplary in reducing environmental impact and costs; improving the health and wellness of students and staff; and providing effective environmental and sustainability education. Ms. Diorka stated that there is a Green Ribbon State Recognition Award program which Horizon Elementary and the High School have been awarded but Holt Public Schools would like to be the first district to obtain the national recognition award. The schools are currently working with the Township by using “Scrappy”, recycling, being stormwater compliant, sharing their playing fields with the Township’s Parks and Recreation department, etc. The schools are also building a renewable energy education center and would like to connect to the Township’s SCADA to view real-time energy use. It is their thought that by obtaining the Green Ribbon Schools recognition more families will be attracted to the Holt Public Schools.

Ms. Diorka stated that the Township applied to the State to change its stormwater permit status. The stormwater fee is based on population but since the Township’s population is not served by its stormwater system (the Township’s system is on township properties and does not serve residents), it’s actually the Drain Commissioner’s system, the fee was reduced from \$3,000 to \$500.

Ms. Diorka stated that the emergency brush drop off held on November 23, 2013 was extremely busy.

PUBLIC COMMENT – Mike Hamilton, 4541 Sycamore Street, Holt, commented on the comment card system for addressing the Board and the Christmas lights at the corner of Holt Road and Cedar Street.

ADJOURNMENT

Meeting adjourned at 7:29 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

C.J. Davis, Supervisor

/af

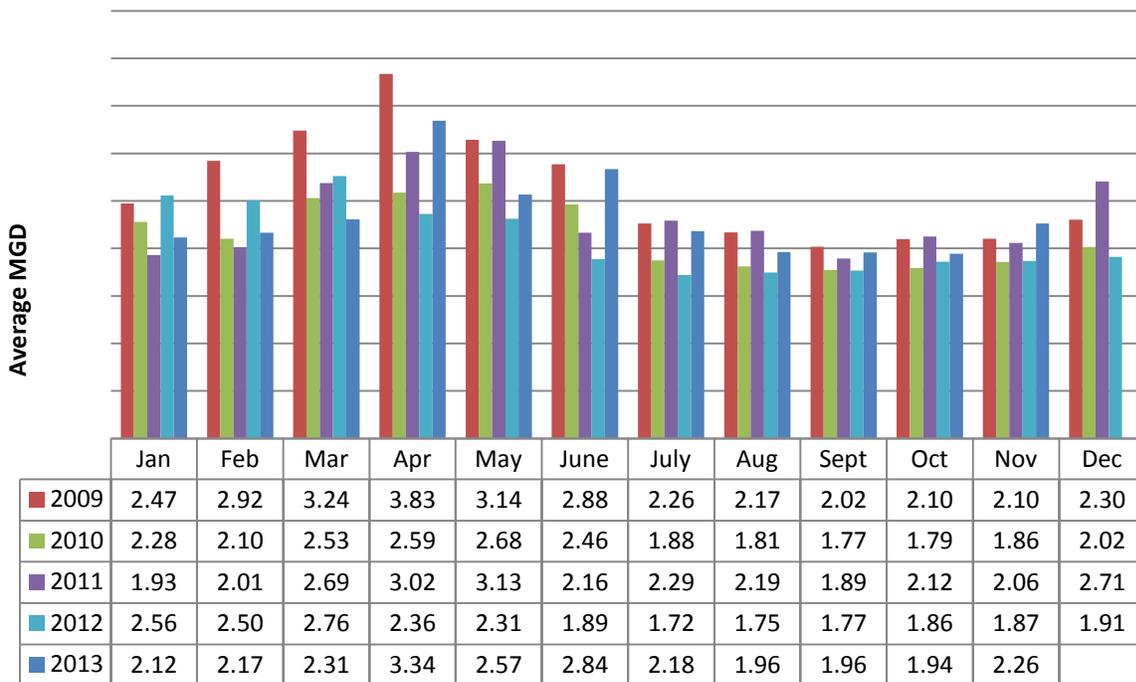
SUBJECT TO APPROVAL



DEPARTMENT OF PUBLIC SERVICES

Monthly Report November 2013

Effluent Flow Data – (Average MGD)



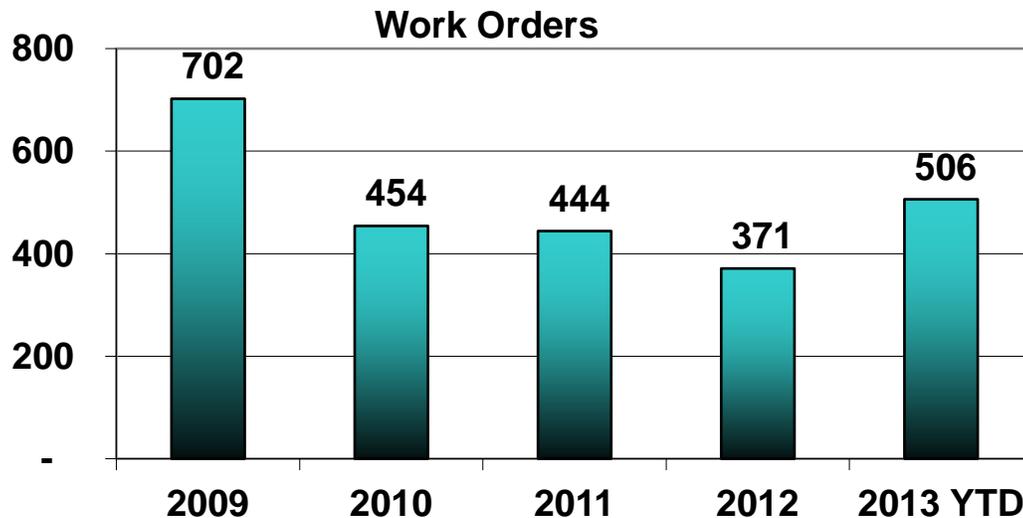
Laboratory Testing and Quality Control – Quality Assurance Program

Tests Run For		% Passing
Permit Compliance	225	
Process Control	1803	
Quality Control	107	96%
Check Samples	6	100%
DMRQA-Study 30 Proficiency	0	
Miscellaneous Sampling	50	
Totals	2191	98%

Training

Date	# of Employees Attended	Training Course Description
11/5/2013	10	Workplace Violence Training
11/6/2013	2	MWEA Process Seminar
11/20/2013	7	ICMA Retirement Seminar
11/21/2013	6	Gas Monitor Training
11/21/2013	1	Hazard Communication Employee Training Webinar (MSDS)
11/22/2013	1	Hazard Communication Employee Training Webinar (MSDS)
11/25/2013	8	Hazard Communication Employee Training Webinar (MSDS)
11/26/2013	10	Hazard Communication Employee Training Webinar (MSDS)
11/26/2013	1	Anaerobic Digester Production of Energy
11/27/2013	1	Hazard Communication Employee Training Webinar (MSDS)

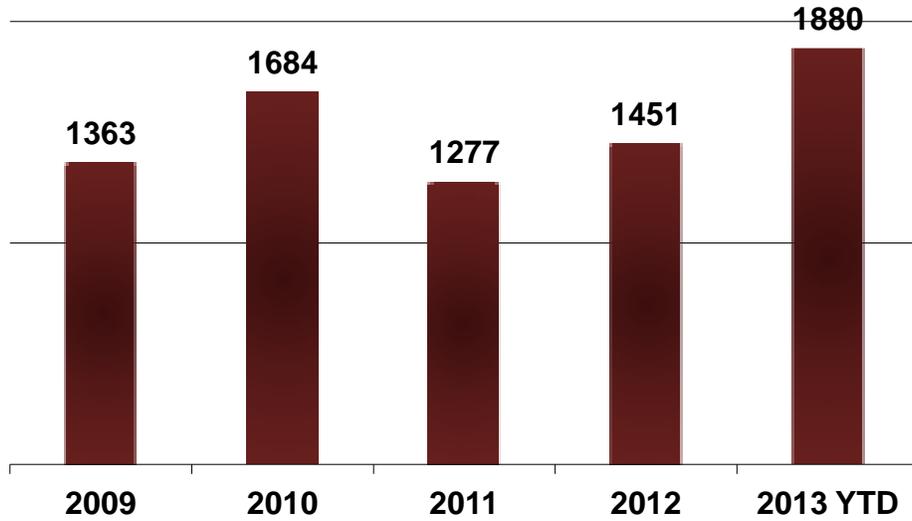
Maintenance



Note: Work order totals do not include monthly, weekly and daily preventive maintenance tasks. Below are highlights of some of the repairs performed.

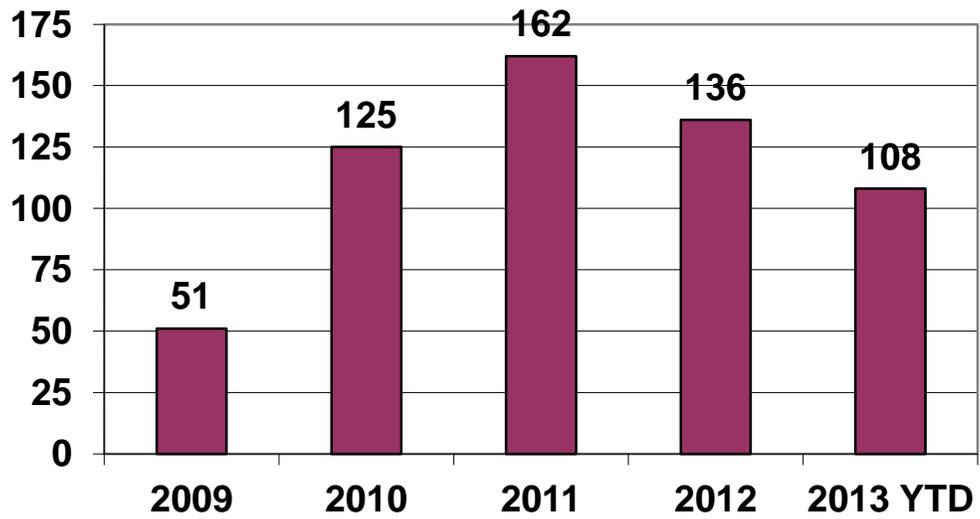
- Replaced lights at CSC, POTW, Library, Fire Stations and Maintenance.
- Installed holiday decorations all around the township.
- Hung the holiday banners in the DDA areas.
- Repaired the Parks Department snow plow.
- Set up the Santa display and mailbox at the CSC.
- Set up and tore down for the Library book sale.
- Repaired the front handicap door at the CSC.

Miss Digs Performed



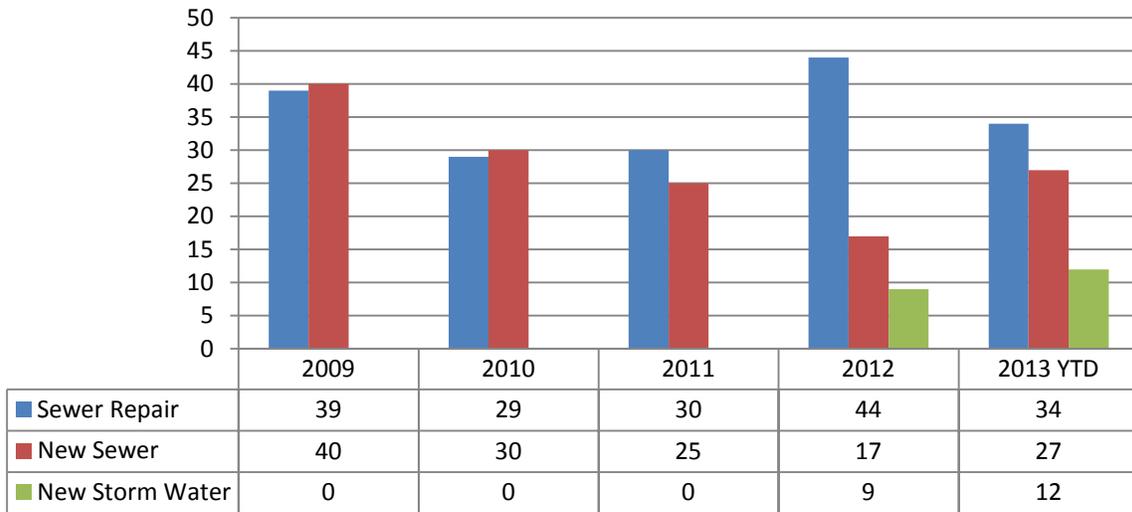
Unscheduled Service Calls

COMPLAINTS/CALL OUTS



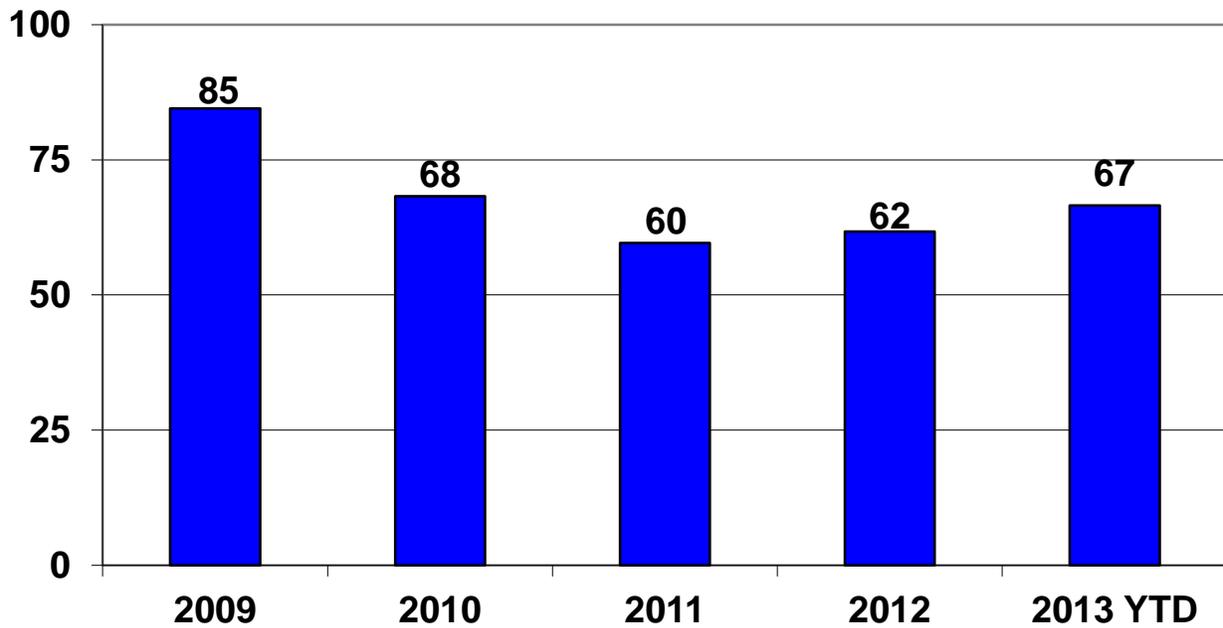
Sanitary Sewer Permits

Sanitary Sewer Permits Issued

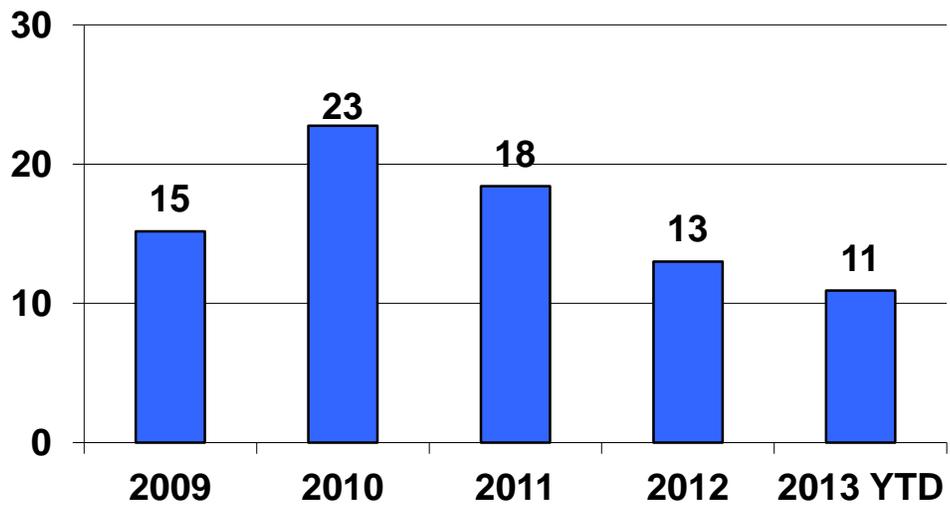


Note: Storm water permits were not issued prior to 2012

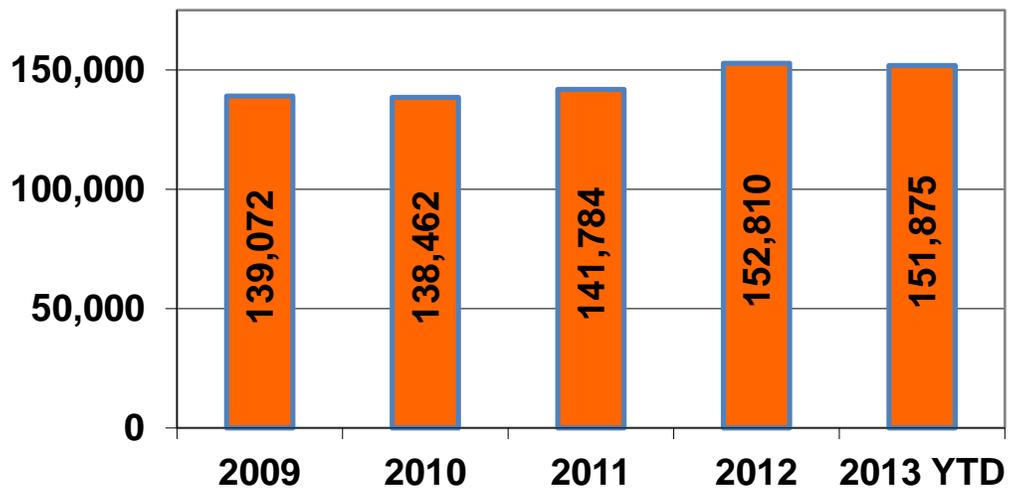
Sanitary Sewer Inspections Performed



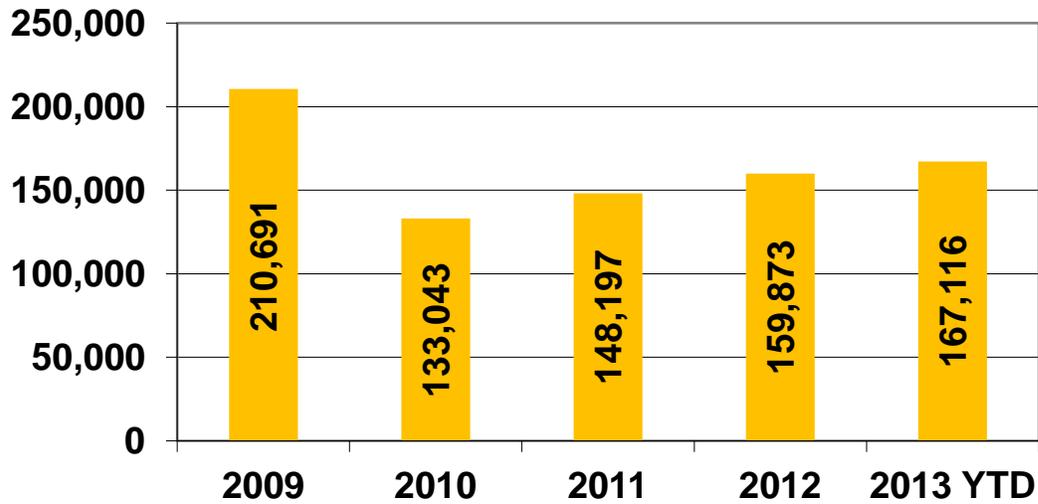
Storm Sewer Inspections Performed



Feet of Sanitary Sewer Cleaned (Vector Truck Work)

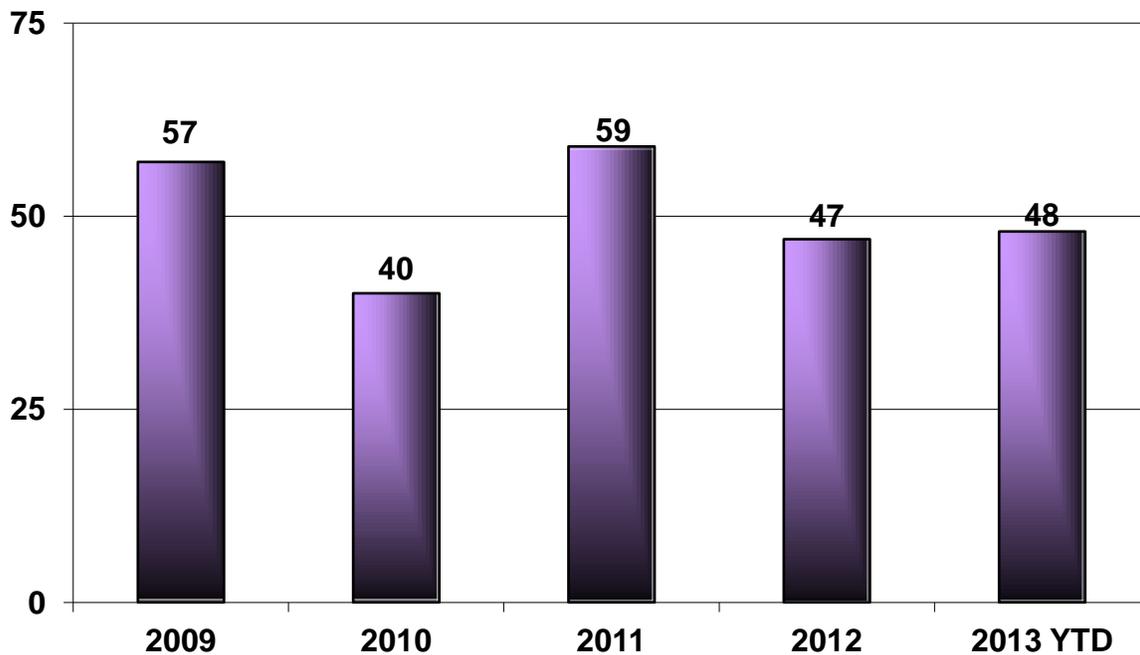


Feet of Sanitary Sewer Televised (Camera Truck Work)



Cemetery

BURIALS



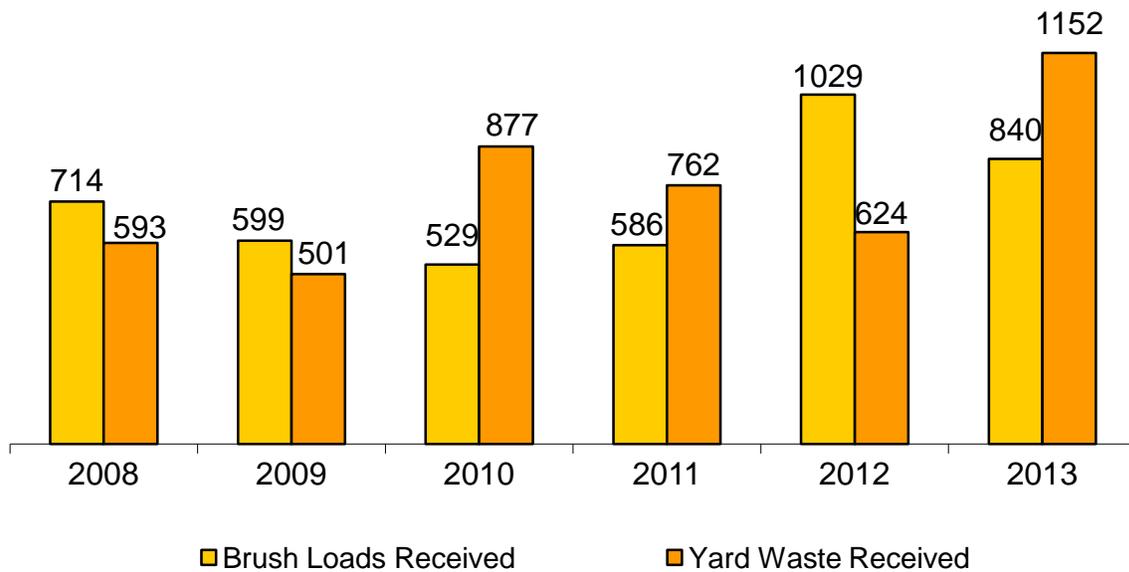
- There was one (1) niche opening at the Columbarium at Maple Ridge cemetery
- Installed several foundations at Maple Ridge
- Planted six (6) maple trees at Maple Ridge cemetery
- Removed fallen tree at Maple Ridge cemetery

Stormwater

- On November 12th, the Director of Public Services and the Environmental Coordinator attended the Red Cedar Watershed Stakeholder Meeting at the MSU Surplus and Recycling Education Center.
- On November 25th, Delhi Township submitted a request for a Stormwater Permit Fee appeal to the Michigan Department of Environmental Quality Water Resources Division.

Community Outreach

Brush Drop-off Yearly Totals



The Lions Club hosted a brush drop-off on November 16. Due to the storm event that occurred on November 17, DPS hosted an additional brush drop off on November 23.

On November 22, Gill participated in the annual Silver Bells in the City parade in downtown Lansing.

Industrial Pretreatment Program

<i>November IPP Activities</i>	<i>Date</i>	
Review/Approval		
building approval	11/1/2013	2373 Cedar Park Drive - Mitech
IPP Inspection		
Dart Print Operations	11/22/13	2148 Depot
Inspections - Grease Traps		
Compliant	11/22/13	7-11 1997 Aurelius
Compliant	11/22/13	Biggby #270 Jolly
Compliant	11/22/13	Biggby Coffee - 2006 Cedar
Compliant	11/22/13	Buddies Grill - 2040 Aurelius
Compliant	11/25/13	Big Ten Holt - 2005 Eifert
Compliant	11/12/13	Burger King - 2464 Cedar
Compliant	11/22/13	Burger King - 2520 E. Jolly
Compliant	11/25/13	Champions - 2440 N. Cedar
Compliant	11/25/13	Chisholm Hills - 2395 Washington
Compliant	11/22/13	Coach's - 6201 Bishop
Compliant	11/22/13	Coffee Barrel - 2237 Aurelius
Compliant	11/25/13	Cottage Inn Pizza - 1995 Cedar
Compliant	11/22/13	Delhi Café - 4625 Willoughby
Compliant	N/A	Famous Dave's 2457 Cedar
Compliant	11/25/13	Eagles - 1111 N. Cedar
Compliant	11/22/13	Hometown Nutrition - 2380 N. Cedar Ste. 3
Compliant	11/22/13	Incu-Bake 1967 Aurelius
Compliant	11/25/13	IngCredible - 2454 S. Cedar
Compliant	11/22/13	Jade Garden - 1979 Aurelius
Compliant	11/22/13	Kroger - 2495 N. Cedar
Compliant	11/22/13	Little Caesar's - 2221 N. Cedar
Compliant	11/25/13	McDonald's 2775 Eaton Rapids Rd.
Compliant	11/22/13	McDonald's 2530 E. Jolly
Compliant	11/22/13	McDonald's 2400 N. Cedar
Non Compliant	11/25/13	St. Matthews - 2418 Aurelius
Compliant	11/22/13	Sam Corey Senior Center- 2108 N. Cedar
Compliant	11/25/13	Subway - 2765 Eaton Rapids Rd.
Compliant	11/22/13	Tacos E Mas - 1850 Cedar
Compliant	11/25/13	Tim Horton's - 2450 E. Jolly
Compliant	11/22/13	Tim Horton's - 2350 Cedar
Compliant	11/25/13	Wendy's - 2727 Eaton Rapids Rd.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON DECEMBER 3, 2013**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, December 3, 2013 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:37 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
Brian Ball, Interim Fire Chief
Sandra Diorka, Director of Public Services
Tracy Miller, Director of Community Development
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC - None

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of November 19, 2013
- B. Approval of Minutes – Regular Meeting of November 19, 2013
- C. Approval of Claims – November 26, 2013 (ATTACHMENT I)
- D. Approval of Payroll – November 21, 2013 (ATTACHMENT II)

Harmon moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

ZONING AND DEVELOPMENT

**SPECIAL USE PERMIT #13-275 – SHORTRACK LLC/SPEEDWAY CONCESSIONS
LLC/SPARTAN SPEEDWAY – 779 N. COLLEGE ROAD – TAX PARCEL #33-25-05-36-276-
006, 007 & 004 – TEMPORARY AMUSEMENT ACTIVITIES**

The Board reviewed a memorandum dated November 26, 2013 from Tracy Miller, Director of Community Development (ATTACHMENT III).

SUBJECT TO APPROVAL

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MINUTES OF REGULAR MEETING HELD ON DECEMBER 3, 2013**

Hayhoe move to adopt Special Use Permit No. 13-275 for Shortrack, LLC/Speedway Concessions LLC/ Spartan Speedway, 779 N. College Road, Mason, MI, Tax Parcel # 33-25-05-36-276-006, 007 & 004, to permit temporary amusement activities, as recommended by the Planning Commission at their November 25, 2013 meeting.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMEND ZONING ORDINANCE NO. 39 – RM DISTRICT, MULTI-FAMILY RESIDENTIAL DISTRICT (PROPOSED ZONING ORDINANCE NO. 39.160)

The Board reviewed a memorandum dated November 26, 2013 from Tracy Miller, Director of Community Development (ATTACHMENT IV). *(Note: In the second paragraph of this memorandum, the reference to Section 5.21 should be Section 5.20).*

Warfield moved to amend Zoning Ordinance No. 39 which amends the Delhi Township Zoning Ordinance relative to the RM District, Multi-Family Residential District, and repeal Section 5.8, as recommended by the Planning Commission at their November 25, 2013 meeting (Zoning Ordinance No. 39.160).

Tracy Miller, Director of Community Development, stated that in the late 1990's and early 2000 several changes were made to the Zoning Ordinance as it pertained to the multiple-family residential zoning districts. At that time, the Township had two multiple-family residential zoning districts, RM-1 and RM-2. The Zoning Ordinance was amended to delete those two districts in favor of a new multiple-family residential zoning district called RM. By doing so, all of the existing RM-1 multiple-family zoning district properties became legally non-conforming (there were no existing properties zoned RM-2).

In order to rectify this, another amendment was made to the Zoning Ordinance re-instating the RM-1 multiple-family zoning district as Section 5.20 for existing developments and to clarify that all future multiple-family developments would occur within the new RM zoning district. However, because of the way this amendment was worded, certain sections within Section 5.7 were lost when Municipal Code Corporation, the company that codifies the Township's ordinances, codified this amendment. Since then various amendments have been made to Section 5.7, making the section incomplete. Ms. Miller stated that it is important to recognize that Section 5.7 regarding RM and Section 5.20 regarding RM-1 have always remained intact within the stand alone Zoning Ordinance and several new developments have been reviewed and approved under these sections in the interim years. Ms. Miller further stated that the easiest way to correct the mismatch to the stand alone Zoning Ordinance and the codified version is to re-adopt Section 5.7 of the Zoning Ordinance in its entirety.

Ms. Miller stated that as it turns out, this effort is timely as two changes need to be made within the existing RM district language in Section 5.7.4. The first change states that a Special Use Permit is not required for State-licensed adult foster care facilities providing services for six (6) or fewer residents. The second change is in regard to Educational, Social and Religious Institutions.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
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NEW BUSINESS

AGREEMENT BETWEEN DELHI TOWNSHIP AND THE CITY OF MASON FOR FIRE AND RESCUE SERVICES WITHIN ALAIEDON TOWNSHIP

The Board reviewed memorandums dated November 26, 2013 from Twp. Mgr. Elsinga and November 27, 2013 (ATTACHMENT V).

Sweet moved to approve the Agreement between Delhi Charter Township and the City of Mason 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

REPORTS

SUPERVISOR

Supervisor Davis reported on the LEAP meeting he attended earlier today. Supervisor Davis stated that the videographer that was hired by the Township has completed the Township video.

TREASURER

Treasurer Sweet stated that the winter property tax bills have been mailed out and his office has begun collecting these taxes.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga reported on the Benchmarking conference that he attended earlier today. Twp. Mgr. Elsinga stated that he spoke to the conference attendees about the automatic mutual aid the Township participates in with Meridian Township and will be participating in with the Cities of Lansing and Mason next year.

Tracy Miller, Director of Community Development, stated that the owner of the Decor Precast of Michigan property located at 4136 and 4184 Willoughby Road approached the Township to see if they would be interested in receiving this property as a gift/donation. The Township is currently in the process of having an environmental assessment done on the property. If the Township decides they would like to take the property, the sales agreement would need to be finalized by December 31, 2013.

LIMITED PUBLIC COMMENTS - None

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON DECEMBER 3, 2013**

ADJOURNMENT

Meeting adjourned at 8:14 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

November 26, 2013

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated November 26, 2013 numbered 85949 thru 86026 & ACH 2778(dated 11/14/13) thru 2795. Every invoice has a payment authorizing signature(s).

Dated: November 26, 2013

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated November 26, 2013 show payments made from the following funds:

General Fund	\$	72,926.89
Fire Fund		18,017.36
Police Fund		195,670.69
Fire Equip. & Apparatus Fund		4,859.69
Downtown Development Fund		26,547.27
N Connector Trail Construction		590,262.00
Sewer Fund		107,229.88
Trust & Agency Fund		4,239.32
Current Tax Fund		25.80
Grand Total	\$	<u>1,019,778.90</u>

Includes the following to be reimbursed from separate bank accounts:

Current Tax Account	\$	25.80
N Connector Trail Construction	\$	590,262.00

Dated: November 26, 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. (\$590,262.00 Ingham Co. Road Dept. for Delhi township Inter-Agency Agreement for North Trail Connector, 9/17/13, \$74,642.51 Irish Construction for LSD Project Pymt #23, 7/20/10)

Dated: November 26, 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 December 3, 2013 a motion was made by _____ and passed by ___ yes votes and ___ no votes (___ absent) that the list of claims dated November 26, 2013, was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 11/14/2013 - 11/26/2013

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
VERIZON WIRELESS	CLERK REIMBURSEMENT	49.99
SBAM PLAN	RETIREE HEALTH INSURANCE-DEC	113.61
MICHIGAN ASSESSORS ASSN	2014 MEMBERSHIP DUES/MUNSON	75.00
MICHIGAN ASSESSORS ASSN	2014 MEMBERSHIP DUES/E. TOBIAS	75.00
MERIDIAN TOWNSHIP FIRE	ALAIEDON/OCTOBER FIRE SERVICE	1,740.41
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2013 TWP OPERATING	1,997.78
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2013 ADMIN FEE	336.52
CUSTOM ELECTRIC	REFUND ELECTRICAL PERMIT FEE	45.00
	Total For Dept 000.00	4,433.31
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE-DECEMBER	25.50
	Total For Dept 101.00 LEGISLATIVE	25.50
Dept 171.00 MANAGER		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	2,291.33
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	296.05
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	93.50
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	138.90
VERIZON WIRELESS	CELLULAR-NOVEMBER	49.63
	Total For Dept 171.00 MANAGER	2,869.41
Dept 191.00 ACCOUNTING		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	424.32
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	43.16
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	19.97
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	29.63
PAPER IMAGE PRINTING	2014 BUDGET BOOK BINDING	128.00
	Total For Dept 191.00 ACCOUNTING	645.08
Dept 215.00 CLERK		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	2,715.65
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	258.32
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	64.16
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	95.55
VERIZON WIRELESS	CELLULAR-NOVEMBER	129.60
MI ASSOC MUNICIPAL CLERKS	2014 MAMC MEMBERSHIP/HOPE	60.00
MI ASSOC MUNICIPAL CLERKS	2014 MAMC MEMBERSHIP/FINCH	40.00
MI ASSOC MUNICIPAL CLERKS	2014 MAMC MEMBERSHIP/GOULET	40.00
	Total For Dept 215.00 CLERK	3,403.28

Dept 228.00 INFORMATION TECHNOLOGY

SBAM PLAN	HEALTH INSURANCE-DECEMBER	1,018.37
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	80.89
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	49.30
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	73.24
AD-INK & TONER SUPPLY	TONER/ACCOUNTING PRINTER FAX	22.99
AD-INK & TONER SUPPLY	TONER/HP 400/ASSESSING	79.99
AD-INK & TONER SUPPLY	TONER/HP 2025 & HP 400	597.93
VERIZON WIRELESS	CELLULAR-NOVEMBER	49.63
Total For Dept 228.00 INFORMATION TECHNOLOGY		1,972.34

Dept 253.00 TREASURERS

SBAM PLAN	HEALTH INSURANCE-DECEMBER	1,272.96
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	215.16
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	42.50
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	63.29
BRINK'S INCORPORATED	BRINKS SERVICES/NOVEMBER	615.39
DELHI TOWNSHIP TREASURER	MILEAGE/BS&A TAX TRAINING	20.40
DELHI TOWNSHIP TREASURER	MILEAGE/INGHAM CO. & MGFOA SEMINAR	18.08
Total For Dept 253.00 TREASURERS		2,247.78

Dept 257.00 ASSESSING

SBAM PLAN	HEALTH INSURANCE-DECEMBER	1,272.96
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	349.43
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	69.27
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	102.87
VERTALKA & VERTALKA, INC.	APPRAISAL SERVICES/ASPEN CIRCLE	6,750.00
DELHI TOWNSHIP TREASURER	MMAAO CLASS	10.00
Total For Dept 257.00 ASSESSING		8,554.53

Dept 265.00 BUILDING & GROUNDS

SBAM PLAN	HEALTH INSURANCE-DECEMBER	570.63
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	74.97
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	16.22
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	24.15
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	61.98
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	812.50
VERIZON WIRELESS	CELLULAR-NOVEMBER	12.54
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS	849.98
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	335.50
ACE HARDWARE	ROOF PATCH	22.47
MARK'S LOCK SHOP, INC	7 KEYS/CSC	35.00
NORTHERN SAFETY CO., INC.	NON ASPIRIN PAIN RELIEVER	9.29
NORTHERN SAFETY CO., INC.	IBUPROFIN	13.34
NORTHERN SAFETY CO., INC.	SINUS PAIN AND PRESSURE	12.04
NORTHERN SAFETY CO., INC.	COUGH DROPS	5.58
NORTHERN SAFETY CO., INC.	ALKA-SELTZER	11.23
SIEMENS INDUSTRY, INC.	CLEAN HEAT EXCHANGE BOILER #2/CSC	2,037.14
Total For Dept 265.00 BUILDING & GROUNDS		4,904.56

Dept 276.00 CEMETERY		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	528.87
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	69.49
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	15.03
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	22.39
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	57.45
BOBCAT OF LANSING	36" AUGER RENTAL	110.00
COTTAGE GARDENS	2 SUGAR MAPLE TREES	261.88
COTTAGE GARDENS	4 SUGAR MAPLE TREES	500.00
GRANGER	MTHLY DUMPSTER SERV/MAPLE RIDGE	65.00
VERIZON WIRELESS	CELLULAR-NOVEMBER	12.55
Total For Dept 276.00 CEMETERY		1,642.66

Dept 281.00 STORMWATER		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	556.71
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	73.15
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	15.82
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	23.56
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	60.47
Total For Dept 281.00 STORMWATER		729.71

Dept 446.00 INFRASTRUCTURE		
HUBBELL, ROTH & CLARK, INC	RAM TRAIL EASEMENT COMPENSATION	20,000.00
Total For Dept 446.00 INFRASTRUCTURE		20,000.00

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	5,261.57
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	607.74
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	136.00
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	203.08
DATA LEGAL	CITATION TICKETS-CODE ENFORCEMENT	274.65
INTERNAT'L CODE COUNCIL	PLUMBING CODE BOOKS	213.00
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	99.19
VERIZON WIRELESS	CELLULAR-NOVEMBER	277.49
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS	97.28
SCHAFFER'S INC.	ABATEMENT @ 6308 BISHOP RD.	69.00
SCHAFFER'S INC.	ABATEMENT @ 6476 BISHOP RD	69.00
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		7,308.00

Dept 752.00 PARKS ADMINISTRATION		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	848.64
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	86.31
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	45.90
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	68.57
VERIZON WIRELESS	CELLULAR-NOVEMBER	80.99
Total For Dept 752.00 PARKS ADMINISTRATION		1,130.41

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	364.31
MENARDS LANSING SOUTH	WRENCH/BATTERIES	32.61
ACE HARDWARE	12V CAR BULB	2.29
ACE HARDWARE	DUCT TAPE/STRING	8.48
ACE HARDWARE	MENDING BRACE/MISC	15.25
AMERICAN RENTAL	PORTABLE TOILET-DEADMAN'S HILL	70.00
GRANGER	MTHLY DUMPSTER SERVICE/SR CNT-VAL	150.00
MODEL COVERALL SERVICE	UNIFORMS	39.64
MODEL COVERALL SERVICE	UNIFORMS	39.64
BOARD OF WATER & LIGHT	WATER 1750 MAPLE	16.32
BOARD OF WATER & LIGHT	WATER 2108 CEDAR	237.97
BOARD OF WATER & LIGHT	WATER 2287 PINE TREE	5.96
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	146.50
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	36.75
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	17.25
JOHN DEERE LANDSCAPES	HERBICIDE & CURB MARKERS	323.21
QUALITY FIRST MAID SERVICE	BLDG & GRDS MAINT & REPAIRS	260.00
BRADY LAWN EQUIPMENT	BELT	14.13
SUPERIOR SAW	BLADES	14.29
BOBCAT OF LANSING	OIL & FILTERS	107.24
BOBCAT OF LANSING	DAMPER REPAIR/SCAG MOWER	104.49
BOBCAT OF LANSING	HYDRAULIC FLUID	86.77
CARQUEST THE PARTS PLACE	MOTOR OIL/CAR WASH & PROTECTANT	61.36
CARQUEST THE PARTS PLACE	DIELECTRIC TUNEUP GREASE	9.19
COMPLETE HITCH COMPANY	PARTS FOR WESTERN PLOW	790.26
	Total For Dept 771.00 PARKS	2,953.91

Dept 774.00 RECREATION		
SBAM PLAN	HEALTH INSURANCE-DECEMBER	1,018.37
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	80.89
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	22.10
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	32.81
JOHNNY MAC'S	3 DOZ OFFICIALS WHISTLES	63.00
SCOTT R. BLANKENSHIP	FLOOR HOCKEY OFFICIAL/8 GAMES	120.00
KYLE BROOKS	FLOOR HOCKEY OFFICIAL/ 2 GAMES	30.00
JEFF BRYAN	FLOOR HOCKEY OFFICIAL/6 GAMES	90.00
SCOTT DYKEMA	FLOOR HOCKEY OFFICIAL/11 GAMES	165.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
ANDREW MURRAY	FLOOR HOCKEY OFFICIAL/7 GAMES	105.00
LEVI PETERSEN	FLOOR HOCKEY OFFICIAL/3 GAMES	45.00
STEVEN E. ROGERS	FLOOR HOCKEY OFFICIAL/11 GAMES	165.00
ZACH VANLIEW	FLOOR HOCKEY OFFICIAL/5 GAMES	75.00
SOUND EFX PRODUCTION	AUDIO SYSTEM FOR TREE LIGHTING	675.00
	Total For Dept 774.00 RECREATION	2,787.17

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE	RETIREE'S BENEFITS-DECEMBER	32.40
SBAM PLAN	RETIREE'S BENEFITS-DECEMBER	6,193.19
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	290.42

PITNEY BOWES GLOBAL	FOLDING MACHINE LEASE	189.00
COMCAST	REFUND OVERPAYMENT - CREDIT CARD	0.44
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2011 ADMIN FEE	20.06
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2012 TWP OPERATING	412.40
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2013 INTEREST	23.40
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2012 ADMIN FEE	90.09
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2012 INTEREST	67.84
	Total For Dept 850.00 OTHER FUNCTIONS	<u>7,319.24</u>

Total For Fund 101 GENERAL FUND 72,926.89

Fund 206 FIRE FUND

Dept 000.00

INGHAM COUNTY TREASURER	MTT VALUE CHNG/2012 FIRE/EMS	143.55
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2013 FIRE/EMS	695.39
	Total For Dept 000.00	<u>838.94</u>

Dept 336.00 FIRE DEPARTMENT

SBAM PLAN	RETIREE'S BENEFITS-DECEMBER	1,018.37
SBAM PLAN	HEALTH INSURANCE-DECEMBER	10,098.82
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	1,484.02
SBAM PLAN	HEALTH INSURANCE-DECEMBER	1,272.96
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	80.89
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	216.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	20.83
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	424.35
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	31.24
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	922.84
LIFEGAS LLC	CYLINDER RENTAL	224.30
SPARROW OCC HEALTH SERV	PHYSICALS-FIRE	1,074.36
VERIZON WIRELESS	CELLULAR-NOVEMBER	189.97
BOARD OF WATER & LIGHT	WATER 6139 BISHOP	31.27
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	28.25
DELHI TOWNSHIP TREASURER	CANDY/TRICK OR TREAT	59.88
	Total For Dept 336.00 FIRE DEPARTMENT	<u>17,178.42</u>

Total For Fund 206 FIRE FUND 18,017.36

Fund 207 POLICE FUND

Dept 000.00

INGHAM COUNTY TREASURER	MTT VALUE CHNG/2013 POLICE	695.39
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2012 POLICE	143.55
	Total For Dept 000.00	<u>838.94</u>

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT-NOVEMBER 2013	194,831.75
	Total For Dept 301.00 POLICE	<u>194,831.75</u>

Total For Fund 207 POLICE FUND 195,670.69

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 000.00

ACROSS THE STREET PROD	BLUE CARD TRAINING/MERIDIAN TWP	192.50
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2013 FIRE EQUIP	231.80
INGHAM COUNTY TREASURER	MTT VALUE CHNG/2012 FIRE EQUIPMENT	47.85
Total For Dept 000.00		472.15

Dept 339.00 EQUIPMENT & APPARATUS

COMMUNICATIONS SERVICES	CHARGER FOR SWISSPHONE	40.00
COMMUNICATIONS SERVICES	RADIO REPAIRS	94.00
ARGUS-HAZCO	SCBA TESTING	418.00
HALT FIRE, INC.	LOF UNIT #491	383.00
HALT FIRE, INC.	LOF UNIT #37	650.62
HALT FIRE, INC.	REPLACE BATTERIES UNIT #999	1,697.68
HALT FIRE, INC.	LOF UNIT #698	642.62
HALT FIRE, INC.	LOF UNIT #999	461.62
Total For Dept 339.00 EQUIPMENT & APPARATUS		4,387.54

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 4,859.69

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

HELEN C HARRISON	MILEAGE-DDA PROJECTS-7/3 - 11/21/13	169.50
PAPER IMAGE PRINTING	BUSINESS CARDS/HAAS	38.05
ACE HARDWARE	PIPE WRENCHES, PLIERS, LEVEL	45.96
THE COTTAGE GARDENS, INC.	TREE & BUSH FOR DDA PARKING LOT	70.00
Total For Dept 728.00 DDA ADMINISTRATION		323.51

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	EXPO SPONSOR SIGN	157.00
SAM'S CLUB DIRECT	REFRESHMENTS/BUSINESS EXPO	97.80
BLOHM CREATIVE PARTNERS	WEB HOST/MAINT OCT 2013	957.50
S LANSING - HOLT ROTARY	2 TICKETS -ANNUAL CELEBRITY LUNCH	40.00
Total For Dept 729.00 DDA MARKETING & PROMOTION		1,252.30

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

LOWE'S CREDIT SERVICES	CABLE TIES FOR STREETLIGHT BANNERS	67.90
Total For Dept 731.00 DDA INFRASTRUCTURE PROJECTS		67.90

Dept 850.00 OTHER FUNCTIONS

SBAM PLAN	HEALTH INSURANCE-DECEMBER	556.71
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	73.15
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	15.82
UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	23.56
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	60.47
GRANGER	MTHLY DUMPSTER SERVICE/DDA,ICSD,	130.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	355.00
VERIZON WIRELESS	CELLULAR-NOVEMBER	12.55
BOARD OF WATER & LIGHT	WATER 2004 AURELIUS	23.77
BOARD OF WATER & LIGHT	WATER 2045 CEDAR	106.08

BOARD OF WATER & LIGHT	WATER 2150 CEDAR	24.72
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	28.38
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	34.25
	Total For Dept 850.00 OTHER FUNCTIONS	<u>1,457.46</u>

Dept 905.00 DEBT SERVICE		
DAVID & LINDA ROTHERMEL	PRINC -LAND CONTRACT-2040 CEDAR	19,063.82
DAVID & LINDA ROTHERMEL	INTEREST-LAND CONTRACT-2040 CEDAR	4,382.28
	Total For Dept 905.00 DEBT SERVICE	<u>23,446.10</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 26,547.27

Fund 410 SYCAMORE TRAIL CONSTR FUND

Dept 000.00

INGHAM CO. DEPT. OF TRANS	NORTH TRAIL CONNECTOR/REQ	590,262.00
	Total For Dept 000.00	<u>590,262.00</u>

Total For Fund 410 SYCAMORE TRAIL CONSTR FUND 590,262.00

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

ADDISS, JON	Basic Service Charge	24.17
ADDISS, JON	Sewer Usage	14.36
BEARD, RICHARD	Basic Service Charge	21.50
BLUME, JONATHAN	Basic Service Charge	5.22
BROOKES, RYAN & STACY	Basic Service Charge	29.75
CYRILL, DAVID	Basic Service Charge	38.50
DICKENS, LAURIE	Basic Service Charge	24.68
DUKARSKI, LUCIEN	Sewer Usage	21.50
EDWARDS, CHRIS	Sewer Usage	25.50
SKIDMORE, JACK	Basic Service Charge	21.25
SOLITRO, JENNIFER	Basic Service Charge	26.00
SPITZ, JOEL	Sewer Usage	8.75
SWIFT, LARRY	Basic Service Charge	85.50
UNDERWOOD, KEITH	Basic Service Charge	34.00
SBAM PLAN	RETIREE HEALTH INSURANCE-DEC	90.89
IRISH CONSTRUCTION COMP	RETAINAGE PAYABLE-LSD PROJECT	40,136.07
DELHI TOWNSHIP TREASURER	REFUND/PURCHASE WOOL PIN DRAFT	44.65
	Total For Dept 000.00	<u>40,652.29</u>

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	RETIREE'S BENEFITS-DECEMBER	16.20
SBAM PLAN	RETIREE'S BENEFITS-DECEMBER	2,165.90
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	<u>2,182.10</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

SBAM PLAN	HEALTH INSURANCE-DECEMBER	11,704.78
DELTA DENTAL PLAN OF	DENTAL INSURANCE-DECEMBER	1,537.89
HARTFORD LIFE INSURANCE	LIFE INSURANCE-DECEMBER	332.74

UNUM LIFE INSURANCE COMP	DISABILITY INSURANCE-DECEMBER	495.43
LANSING ICE & FUEL CO	GASOLINE 11/1 THRU 11/15/13	1,271.41
BARYAMES CLEANERS	STAFF UNIFORM DRY CLEANING	58.30
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	72.63
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	77.74
MODEL COVERALL SERVICE	STAFF UNIFORMS /POTW	77.74
MODEL COVERALL SERVICE	STAFF UNIFORMS /DPS	67.63
AD-INK & TONER SUPPLY	BLACK TONER/HP CP3525DN (POTW)	132.99
AIRGAS USA, LLC	OTHER OPERATING EXPENSES	133.67
ACE HARDWARE	KEY RINGS & HOLDERS	47.41
ACE HARDWARE	4 KEYS/POTW MAILBOX	6.76
LOWE'S CREDIT SERVICES	DRILL KIT/POTW	84.55
LOWE'S CREDIT SERVICES	DRILL KIT & MAILBOX KEYS/POTW	188.85
LOWE'S CREDIT SERVICES	RETURN DRILL KIT/POTW	(170.05)
LOWE'S CREDIT SERVICES	8 LRG TRASH CANS/SCRAPPY	503.84
LOWE'S CREDIT SERVICES	DEWALT DRILL & BITS	90.07
LOWE'S CREDIT SERVICES	RETURN MAILBOX KEYS	(18.80)
PAPER IMAGE PRINTING	10 PADS POTW LAB SHEETS	229.60
ALS LABORATORY GROUP	SLUDGE ANALYSES	675.00
ALS LABORATORY GROUP	4TH QTR SLUDGE TESTING	315.00
NORTHERN SAFETY CO., INC.	NON ASPRIN PAIN RELIEVER	18.58
NORTHERN SAFETY CO., INC.	IBUPROFIN	26.68
NORTHERN SAFETY CO., INC.	SINUS PAIN AND PRESSURE	24.08
NORTHERN SAFETY CO., INC.	COUGH DROPS	11.16
NORTHERN SAFETY CO., INC.	ALKA-SELTZER	22.46
NORTHERN SAFETY CO., INC.	SHIPPING	17.64
UNITED PARCEL SERVICE	SHIPPING-N OWL CAMERA & PRO METER	46.83
UNITED PARCEL SERVICE	SHIPPING CHARGES	110.25
SOIL & MATERIALS ENGINEERS	MATERIAL TESTING/POTW POND 1	500.00
GRANGER	MONTHLY DUMPSTER SERVICE/MAINT	201.21
GRANGER	MONTHLY SCREEN DEBRIS	775.00
VERIZON WIRELESS	CELLULAR-NOVEMBER	438.15
COMCAST	HIGH SPEED INTERNET/MAINTENANCE	124.85
COMCAST	HIGH SPEED INTERNET/POTW	134.85
BOARD OF WATER & LIGHT	WATER 5961 MC CUE	372.54
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	72.00
BOARD OF WATER & LIGHT	WATER 3505 HOLT	76.66
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	134.80
BOARD OF WATER & LIGHT	WATER 4280 DELL	18.49
BOARD OF WATER & LIGHT	ELECTRIC 1870 NIGHTINGALE	135.96
BOARD OF WATER & LIGHT	ELECTRIC 2481 DELHI COMMERCE	70.66
ACE HARDWARE	10 SINGLE CUT MAILBOX KEYS	10.00
COTTAGE GARDENS	11 FORSYTHIA BUSHES	220.00
MARK'S LOCK SHOP, INC	54 KEYS/DPS	167.75
RS TECHNICAL SERVICES, INC.	REPLACE VFD & DISPLAY/WAVERLY RD	6,672.25
GRAINGER	FUSES-NEW DIGESTER PLC	17.78
COMPLETE HITCH COMPANY	REPAIR WIRING/BLK TANDEM TRAILER	76.95
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
CARQUEST THE PARTS PLACE	BATTERY TERMINAL UNIT #21	4.80

J & D REPAIR	REPAIR FUEL GAUGE & HOIST UNIT #27	721.49
IMAGIN	2014 MEMBERSHIP DUES/ARCHER	40.00
IMAGIN	2014 MEMBERSHIP DUES/DIORKA	190.00
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		<u>29,889.05</u>

Dept 578.01 CAPITAL IMPROVEMENTS		
IRISH CONSTRUCTION COMP	LSD PROJECT PYMT #23	34,506.44
Total For Dept 578.01 CAPITAL IMPROVEMENTS		<u>34,506.44</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM	<u><u>107,229.88</u></u>
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Fund 701 TRUST & AGENCY FUND

Dept 000.00		
INGHAM COUNTY TREASURER	TRAILER PARK FEES/OCTOBER 2013	2,137.50
AFLAC	AFLAC DISABILITY W/H NOVEMBER	660.64
AFLAC	AFLAC LIFE INSUR W/H NOVEMBER	7.38
AFLAC	ACCIDENT INDEMNITY W/H NOVEMBER	528.96
AFLAC	SICKNESS INDEMNITY W/H NOVEMBER	344.12
AFLAC	CANCER INDEMNITY W/H NOVEMBER	465.72
GREATER LANSING MONUMENT	NICHE COVER LETTERING	80.00
COMCAST	REFUND OVERPAYMENT FOR TRANSIENT LI	15.00
Total For Dept 000.00		<u>4,239.32</u>

Total For Fund 701 TRUST & AGENCY FUND	<u><u>4,239.32</u></u>
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Fund 703 CURRENT TAX ACCOUNT

Dept 000.00		
DELONG, TYLER J & KIMBERLY	REFUNDS DUE TAXPAYERS	25.80
Total For Dept 000.00		<u>25.80</u>

Total For Fund 703 CURRENT TAX ACCOUNT	<u><u>25.80</u></u>
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Total For All Funds:	<u><u>1,019,778.90</u></u>
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**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated November 21, 2013**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 106345 through 106377 & direct deposits numbers: DD16898 through DD16982. 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: November 21, 2013

Director of Accounting

II. Payroll Report

The November 21, 2013 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$69,030.11	\$19,880.53	\$49,149.58
Fire Dept. Fund	44,257.36	13,141.23	\$31,116.13
DDA	6,225.07	1,684.61	\$4,540.46
Sewer Fund/Receiving	35,501.34	10,928.59	\$24,572.75
Total Payroll	\$155,013.88	\$45,634.96	\$109,378.92
	Township FICA	Township RHS & Pension Plan & H.S.A.	Total Deductions & TWP Liabilities
General Fund	\$4,980.04	\$5,516.26	\$30,376.83
Fire Dept. Fund	3,333.58	2,984.13	19,458.94
DDA	258.56	251.56	2,194.73
Sewer Fund/Receiving	2,560.84	3,135.08	16,624.51
Total Payroll	\$11,133.02	\$11,887.03	\$68,655.01

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on November 21, 2013 and identified as follows:

11/21 Net Pay Disbursement in Common Savings (\$109,378.92)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on December 3, 2013, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated November 21, 2013 was reviewed, audited, and approved.

Attachment to Payroll Register

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

Evan Hope, Clerk



**Delhi Charter Township
Department of Community Development**

MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: November 26, 2013

RE: SUP #13-275 – Spartan Speedway (33-25-05-36-276-006, 007 & 004)

At their meeting on November 25th, the Planning Commission (PC) voted unanimously to recommend approval of a Special Use Permit (SUP) for Spartan Speedway. The requested SUP is pursuant to Section 8.6.3(4) of the Zoning Ordinance (ZO) and provides the conditions under which “temporary amusement events” could be held at the site. While the exact events have not been identified at this time, the owner has indicated that they are considering things such as car shows, craft fairs and festivals, to name a few.

This request was the subject of significant consideration and deliberation. The PC discussed the possible impacts that such events could have on surrounding properties and addressed those impacts via the use of seven proposed approval conditions on the SUP. A public hearing was also held. Four people appeared at the hearing, two of which were from Delhi Township, and a total of four letters were received. The concern predominantly voiced by neighbors was regarding the potential for additional noise. The PC thoroughly discussed the noise concern and ultimately determined that the 65 decibel (normal conversation) limit imposed by the ZO on all uses permitted within the C-3: Highway Service district is sufficient to protect surrounding properties. Copies of the neighbor letters and a draft copy of the PC meeting minutes are attached for your further information.

The staff report is also attached. It includes detailed information regarding this request and the various considerations and issues addressed by the PC. I encourage you and the Board to review this document, as it provides the details needed to fully understand the current SUP request. However, as always, if you have any additional questions or need more information, please do not hesitate to ask. If not, please forward this information, along with your concurrence, to the Township Board for their consideration and action at the upcoming December 3rd meeting. Thank you in advance for your time and attention to this matter.

Recommended Motion on Next Page.

Recommended Motion to APPROVE:

To adopt Special Use Permit No. 13-275 for SHORTRACK, LLC/ SPEEDWAY CONCESSIONS LLC/ SPARTAN SPEEDWAY, 779 N. COLLEGE ROAD, Mason, MI, Tax Parcel# 33-25-05-36-276-006, 007 & 004, to permit temporary amusement activities, as recommended by the Planning Commission at their November 25, 2013 meeting.

-OR-

Recommended Motion to DENY:

To deny Special Use Permit No. 13-275 for SHORTRACK, LLC/ SPEEDWAY CONCESSIONS LLC/ SPARTAN SPEEDWAY, 779 N. COLLEGE ROAD, Mason, MI, Tax Parcel# 33-25-05-36-276-006, 007 & 004.

**DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN**

SPECIAL USE PERMIT NO. 13-275

APPLICANT: SHORTTRACK, LLC/SPEEDWAY CONCESSIONS LLC/SPARTAN SPEEDWAY

SPECIAL USE PERMIT ADDRESS: 779 N. COLLEGE ROAD, MASON, MI
33-25-05-36-276-006, 007 & 004

DATE ADOPTED: DECEMBER 3, 2013

PURPOSE: TEMPORARY AMUSEMENT ACTIVITIES (PER ZONING ORDINANCE SECTION 8.6.3(4))

CONDITIONS:

1. Not less than 30 days prior to any outdoor temporary amusement activity, the property owner shall submit to the Director of Community Development the following information:
 - a. A marked up copy of the site layout that shows what areas will be utilized for the specific activity. The location of any temporary structures such as tents, concession stands, etc. shall be shown on the layout plan.
 - b. A narrative description of the activity.
 - c. The hours and specific date(s) of the activity.
 - d. The time(s) and date(s) that on-site security and/or parking attendants will be on-site.
 - e. Expected attendance numbers.
 - f. Whether or not the activity will occur concurrently with a race event or independently.

The Director of Community Development shall issue a written approval, approval with conditions or denial for each event within 10 business days of receiving all information necessary for the required review. This compliance review will be completed based upon compliance with this Special Use Permit and other applicable Delhi Township Ordinances.

2. The property owner shall do one of the following:
 - a. Obtain a legal survey which establishes that there is at least 50' between the west edge of the track/fence and the western property line; or
 - b. Obtain a recorded easement from the adjacent land owner for enough land to ensure that the required 50' area is available between the edge of the track/fence and the property to the west; or

- c. Refrain from using any portion of the property that falls within the first 50' between the western property line and the track for any use associated with a temporary amusement activity.
3. Parking for temporary amusement activities shall not occur within the first 100' of property measured from Cedar Road and College Road.
4. Any use, except parking, associated with a temporary amusement activity shall occur entirely within the fenced area of the site.
5. Security and parking attendants shall be required when appropriate, as determined during compliance review per condition #1 above.
6. Temporary amusement activities that do not occur on dates of a scheduled club event, practice session or regular race (per the stipulation & agreement File no. 84-52867-CZ) are considered to be "stand alone" dates. Stand alone dates shall be limited to the following maximum operation times:
 - Thursday (event set up only is permitted) – 8 AM to 9 PM
 - Friday & Saturday – 8 AM to 9 PM
 - Sunday – 10 AM to 5 PM
- "Concurrent" temporary amusement activities occur when a scheduled club event, practice session or regular race (per the stipulation & agreement File no. 84-52867-CZ) is also scheduled on that day(s). Concurrent days shall be limited to the following maximum operation times:

 - Thursday (event set up only is permitted) – 8 AM to 9 PM
 - Friday & Saturday (when a regular race or club event is also scheduled) - 8 AM to 11:45 PM
 - Sunday (when a regular race is also scheduled) – 10 AM to 11:45 PM
7. A temporary amusement event is considered a single event for counting purposes whether it occurs Thursday through Sunday, or just on one, two or three of those days (set up only on Thursday). A total of eight (8) temporary amusement events are permitted per calendar year (January 1 through December 31). However, the owner may exchange regular race dates for temporary amusement events.

BASIS OF DETERMINATION: Pursuant to the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, Section 125.3504 (4), conditions imposed by this Special Use Permit are:

(1) Reasonable conditions may be required with the approval of a special land use, planned unit development, or other land uses or activities permitted by discretionary decision. The conditions may include conditions necessary to insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to insure compatibility with adjacent uses of land, and to promote the use

of land in a socially and economically desirable manner. Conditions imposed meet all of the following requirements:

(a) Are designed to protect natural resources, the health, safety, and welfare, as well as the social and economic well-being, of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed land use or activity, and the community as a whole, and

(b) Are related to the valid exercise of the police power and purposes which are affected by the proposed use or activity, and

(c) Are necessary to meet the intent and purpose of the zoning requirements, are related to the standards established in the Zoning Ordinance for the land use or activity under consideration, and are necessary to insure compliance with those standards, and

(2) The conditions imposed with respect to the approval of a land use or activity is recorded in the record of the approval action and remain unchanged except upon the mutual consent of the approving authority and the landowner.

The foregoing Special Use Permit declared adopted on date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 3rd day of December, 2013.

IN WITNESS THEREOF, I have hereunto affixed my official signature this _____ day of December, 2013.

Evan Hope, Township Clerk

In most cases, Special Use Permits shall be assignable from one party to another, provided, however, that the site, location, and any other restrictions placed on the original Special Use Permit do not change. Assignability of said permit shall be subject to the following requirements and conditions:

- 1. Prior to reassignment of the Special Use Permit to any owner, lessee occupant, or operator, the current permit holder shall notify the Delhi Township Zoning Administrator of his/her intention to assign the permit to a third party.*
- 2. The assignee of the permit shall complete the appropriate application for continued use of the permitted operation.*
- 3. The assignee of the permit shall meet with the Zoning Administrator in an effort to become familiar with all existing requirements of the Special Use Permit. Unless provided elsewhere in Zoning Ordinance No. 39, the new assignee must comply with all Special Use Permit requirements of the current permit holder.*

Approved uses, except seasonal uses, which cease for a period of 180 days are hereby considered abandoned and any such abandonment shall render the Special Use Permit null and void. Seasonal uses which cease for a period of one (1) year must meet the requirements of Zoning Ordinance No. 39 and will require a new Special Use Permit as required in Section 8.1 of the Ordinance. Seasonal uses shall be defined as uses that require or are affected or caused by certain weather availability.

PLANNING COMMISSION STAFF REPORT
SPECIAL USE PERMIT, #13-275, 779 N. COLLEGE RD.
SPARTAN SPEEDWAY
November 20, 2013



Tracy LC Miller, Director of Community Development

ORDINANCE REVIEW/HISTORY:

In 2012 the properties occupied by Spartan Speedway were rezoned to C-3: Highway Service. Pursuant to Zoning Ordinance (ZO) section 5.11.3(8), the racetrack use became a “use permitted by right” when this occurred. There were two components of the property that were recognized as legally non-conforming at that time, with specific regards to racing. First, the race track is not completely surrounded by an 8’ high opaque fence. While the existing fencing does enclose the track, it is not opaque. The second existing legal non-conformity pertains to the requirement for a transition strip (50’ wide) between the track and any adjacent A-1 or residential property.

Within the C-3 district the majority of uses permitted by right are subject to the requirement that *the uses must be conducted within a permanent, fully-enclosed building*. There are a few listed exceptions. One such exception includes temporary amusement activities (5.11.3(8)). Since the proposed uses will occur outside, §8.6.2 (4) stipulates that a Special Use Permit (SUP) is required. The SUP enables the Planning Commission (PC) to recommend to the Township Board, in addition to the specified site development requirements listed in §8.6.3(4), any other conditions deemed necessary to protect public welfare.

It is important to point out that the current SUP request is for an independent use which is separate and apart from the race track. However, because the two uses could occur at the same time, and the site would be used for both purposes, there are sections of this staff report that refer to topics associated with the race track. This is done in an attempt to present a holistic overview of the property, and the current request, in a realistic context.

Stipulation & Agreement

In an effort to appropriately document the record as it pertains to this property, the following summary has been included:

In 1999, Delhi Township entered into a stipulation and agreement (Ingham County Circuit Court) with Spartan Speedway. This court document detailed what is permitted with regards to race events at the track. The provisions of the agreement can be summarized as follows:

- It pertains only to racing and does not regulate any other lawful use of the property.
- The document stipulated the number of races and days of the week on which racing could occur. It also outlined the number of practice sessions that could be conducted.
- It regulates the timing and schedule for these events and requires that racing be concluded by 11:45 PM in all instances.
- The document permitted specific improvements to be made to the facility at the time of the agreement.

This SUP request does not impact this agreement in anyway. If the SUP is issued and temporary amusement activities are conducted in compliance with the SUP, it would be considered a separate and lawful use of the property.

PROPOSED USE:

The applicant would like to use the property for a variety of outdoor “special event-type” uses that would fall under the broad category of “temporary amusement activities” in the ZO. The exact events/activities have not been determined at this time. However, the applicant has suggested that future events might include such things as: outdoor expos, rodeos, carnivals, concerts, sporting events, festivals, trade shows, holiday specials, weddings, craft shows and car shows.

Any of the listed event examples that occurred within a fully enclosed building would be permitted by right. However, the owner anticipates that these events would occur outside. For example, car shows could be held on the track itself, while an outdoor expo might include vendor booths set up on the concrete pads within the pit areas, a rodeo might occur on the infield with spectators sitting in the bleachers. With the exception of the outdoor expo, which the applicant would like to host this coming summer, there are currently no fixed plans or events. However, the property owner would like a “blanket” SUP that would provide the general guidelines under which a variety of events could be hosted.

CONSIDERATIONS

Below is an evaluation of the basic ordinance compliance issues and other possible considerations:

- There is really no way to evaluate all of the possible issues that could come up at this time for every conceivable event. The potential issues will vary depending on each proposed event. For example, while excessive dust wouldn't likely be an issue associated with a craft fair, it might be a concern for a rodeo. Therefore, it seems like the best method for moving forward is to create an SUP that provides the basic guidelines for all possible outdoor events, including a general requirement for a “compliance review” to be conducted by the Director of Community Development prior to each event.
- §8.6.3(4) lists six requirements that are specific to the proposed SUP. They are listed below:
 - a) *All sites shall be located on a major or minor arterial. All traffic ingress or egress shall be from said thoroughfare. Local traffic movement shall be accommodated within the site so that entering and exiting vehicles will make normal and uncomplicated movements onto or out of the major thoroughfare.*

The site is located on Cedar Street and College Road. Access is to/from College Road. Compliance with this requirement does not appear problematic.

- b) *All points of entrance or exit for motor vehicles shall be located no closer than two hundred (200) feet from the intersection of any two (2) streets or highways.*

The northern-most driveway is over 240' from the intersection of College Road and Cedar.

- c) *All vehicles shall have clear vertical and horizontal sight distance approaching a public street within one hundred (100) feet of the street for a sight distance of five hundred (500) feet in either direction along the street.*

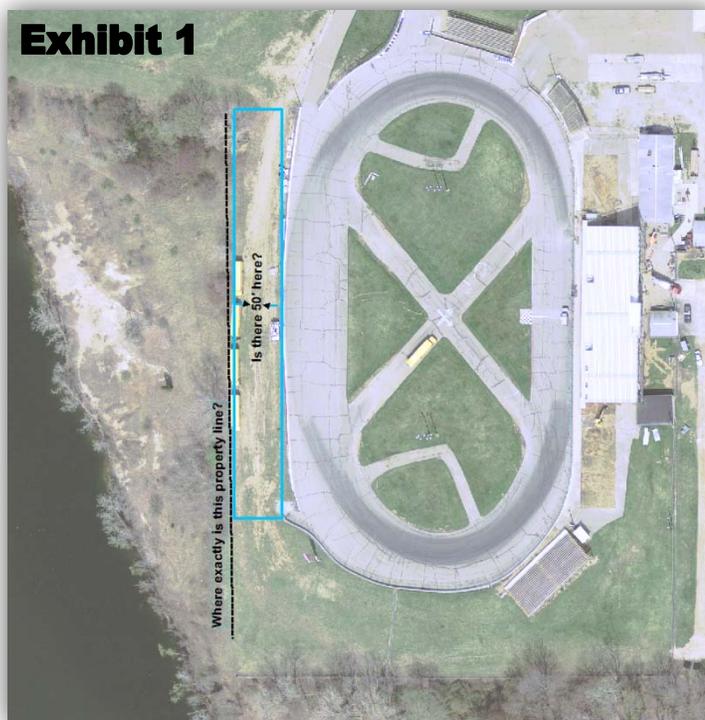
There are no new driveways or access points to the site proposed. There are no known issues with sight distances.

- d) *Acceleration and deceleration lanes should be provided, where possible, at points of ingress and egress to the site. Left turns at entrances and exits should be prohibited on the major arterials, where possible.*

There are no acceleration or deceleration lanes. However, access to the site is via College Road, not Cedar. The traffic counts on College Road are approximately ½ of those on Cedar Street.

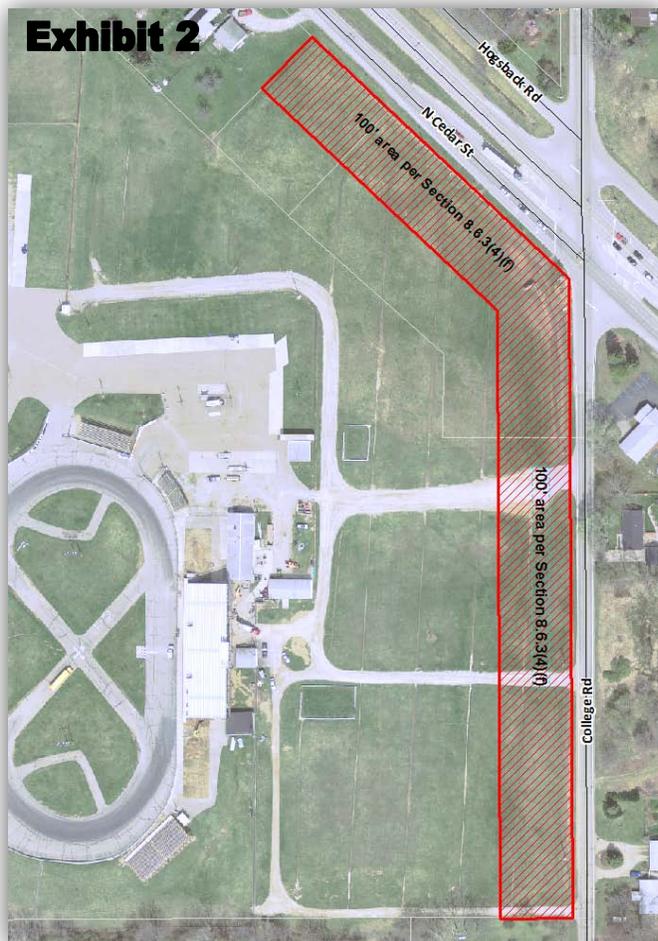
- e) *Whenever any use that may be permitted in this subsection abuts property within a residential or agricultural district, a transition strip at least fifty (50) feet in width shall be provided between all operations and structures, including fences, and the residential or agricultural property. Grass, plant materials and structural screens of a type approved by the Planning Commission shall be placed within said transition strip.*

Without the benefit of a legal survey it is difficult to tell for certain whether or not there is actually 50'



between the western side of the track and the west property line. However, it is *very* close. Staff would suggest that a condition be placed on the SUP that provides the property owner with several options to address this potential issue. The first option would be to provide a survey which confirms there is at least 50' between the edge of the track (fence) and the property line. The second option would be to negotiate a lease/easement or other legal mechanism with the adjacent property owner for the use of the needed area. Failing these two possibilities, a third option would be to require that any use associated with a temporary amusement activity be situated such that there is no use within the required 50' area. See Exhibit 1.

- f) *A minimum yard of one hundred (100) feet shall separate all uses, operations and structures permitted herein, including fences, from any public street or highway used for access or exit purposes. This yard shall be landscaped in accordance with plans approved by the Planning Commission.*



There is well over 100' between any structure or fence on the site and the roads. However, parking is provided within the 100' separation area. Under the provisions of this section, parking is a "use" and is a part of the "operations". In order to comply with this ZO provision, staff would recommend that a condition be placed on the SUP which prohibits parking within the 100' separation area. This would result in a small loss of parking, but should still be workable. Obviously, this parking area is legally non-conforming for the race track use and could continue to be used for race events. See Exhibit 2.

- §5.11.4(7) states that noise emanating from any use in the C-3 district shall not exceed the level of ordinary conversation (65 decibels) at the property line. Further, no odors or vibrations shall be humanly perceptible at the property lines. Keep in mind

that this provision does not apply with regards to racing due to the previously described stipulation and agreement. That being said, the proposed temporary amusement

activities would have to comply with this requirement. Therefore, any concerts or other similar events could be hosted without violating this requirement. However, violation of the noise limits would obviously result in enforcement action up to and potentially including the revocation of the SUP.

- Staff would suggest that a condition be placed on the SUP that limits the area used for any temporary amusement activity to the areas within the existing fence (exclusive of parking). This will enable the property owner to ensure better security and closely monitor activities.
- The PC may wish to consider limiting the days and times that temporary amusement activities could occur. Allowing “set up” to occur on Thursdays, with the events limited to Friday, Saturday and Sunday may be a good option. The owner has proposed that event times be limited to 8 AM to 10 PM on those days. However, the PC may wish to consider whether this is appropriate. For example, the Delhi Township Code of Ordinances limits the time for construction activities to 7 AM to 9 PM every day. Staff suggests that for “stand alone” amusement activities 8 AM to 9 PM Thursday (set up only), Friday/Saturday 8 AM to 9 PM and 10 AM to 5PM on Sunday may be appropriate. However, some temporary events may occur concurrently with racing events. The stipulation and agreement specifies that racing must cease by 11:45 PM. It would, therefore, make sense that temporary events held concurrently with racing events adhere to the same closing time.
- Each year, the speedway submits its racing schedule to the Township Board (per the agreement & stipulation). The table below summarizes the requirements of the stipulation and agreement as it pertains to the number and type of racing events and the hours during which they can occur.

<u>Type of Event</u>	<u>Number Permitted per Season</u> <small>(Apr. 16 – Sunday after Labor Day + 2 September weekends for Rain Dates)</small>	<u>Days</u>	<u>Hours</u>
Practice Session	2	Saturday or Sunday in April	Saturday 11 AM – 3 PM Sunday 1 PM – 5 PM
Club Events	4	May not last more than two consecutive days <small>(typically scheduled on a Saturday & Sunday, but not required)</small>	May not begin a race after 11:30 PM and must end by no later than 11:45 PM
Regular Races	26	Friday Nights 1 Wednesday Night race is also permitted Friday & Saturday Night once per month	May not begin a race after 11:30 PM and must end by no later than 11:45 PM
<i>Note: A copy of the 2013 schedule (as approved by the Delhi Twp. Board) is attached as an appendix for your information.</i>			

While the potential for noise is minimal due to the decibel limits discussed above, there will still be traffic and other issues associated with the temporary amusement events. For this reason, discussion regarding the number of temporary amusement events that will be permitted is also appropriate. Staff would suggest that a limit of eight temporary amusement events per calendar year may be a good starting point, unless one of the allocated race days (per the stipulation & agreement) is fully exchanged in favor of an additional temporary event (for example, the normal 26 regular races is reduced to 25 in favor of nine temporary events). Permitting this exchange between races and the number of events would appear to be in the community's best interest since the temporary amusement activities would need to end earlier and would be quieter than the racing events.



- The applicant has indicated that security will be provided during set up and operation of any temporary amusement event. No additional outdoor lighting will be utilized for the events and parking attendants will help direct people and maintain order. Staff suggests a SUP condition that would limit the physical space occupied by any temporary amusement event (exclusive of parking) to the area available within the fence.
- The racetrack currently has a liquor license that permits sales during “sanctioned events” (i.e. races) only. It is a special license that is made available to race tracks and requires license holders to closely regulate the sale and consumption of beer. Any liquor sales during temporary amusement events would be conducted by non-profits under their own temporary liquor licenses. The control of alcohol service would continue to be strictly maintained, approved and authorized solely by the Michigan Liquor Control Commission.



RECOMMENDED MOTION TO APPROVE

Move to recommend to the Township Board approval of SUP #13-275 for Temporary Amusement Activities in the C-3: Highway Service district pursuant to Section 8.6.2(4) of the Zoning Ordinance for property located at 779 N. College Road (33-25-05-36-276-004, 006 & 007). The following conditions to apply:

1. Not less than 30 days prior to any outdoor temporary amusement activity, the property owner shall submit to the Director of Community Development the following information:
 - a. A marked up copy of the site layout that shows what areas will be utilized for the specific activity. The location of any temporary structures such as tents, concession stands, etc. shall be shown on the layout plan.
 - b. A narrative description of the activity.
 - c. The hours and specific date(s) of the activity.
 - d. The time(s) and date(s) that on-site security and/or parking attendants will be on-site.
 - e. Expected attendance numbers.
 - f. Whether or not the activity will occur concurrently with a race event or independently.

The Director of Community Development shall issue a written approval, approval with conditions or denial for each event within 10 days of receiving all information necessary for the required review. This compliance review will be completed based upon compliance with this Special Use Permit and other applicable Delhi Township Ordinances.

2. The property owner shall do one of the following:
 - a. Obtain a legal survey which establishes that there is at least 50' between the west edge of the track/fence and the western property line; or
 - b. Obtain a recorded easement from the adjacent land owner for enough land to ensure that the required 50' area is available between the edge of the track/fence and the property to the west; or
 - c. Refrain from using any portion of the property that falls within the first 50' between the western property line and the track for any use associated with a temporary amusement activity.
3. Parking for temporary amusement activities shall not occur within the first 100' of property measured from Cedar Road and College Road.
4. Any use, except parking, associated with a temporary amusement activity shall occur entirely within the fenced area of the site.

-
5. Security and parking attendants shall be required when appropriate, as determined during compliance review per condition #1 above.
 6. Temporary amusement activities that do not occur on dates of a scheduled club event, practice session or regular race (per the stipulation & agreement File no. 84-52867-CZ) are considered to be “stand alone” dates. Stand alone dates shall be limited to the following maximum operation times:
 - Thursday (event set up only is permitted) – 8 AM to 9 PM
 - Friday & Saturday – 8 AM to 9 PM
 - Sunday – 10 AM to 5 PM

“Concurrent” temporary amusement activities occur when a scheduled club event, practice session or regular race (per the stipulation & agreement File no. 84-52867-CZ) is also scheduled on that day(s). Concurrent days shall be limited to the following maximum operation times:

 - Thursday (event set up only is permitted) – 8 AM to 9 PM
 - Friday & Saturday (when a regular race or club event is also scheduled) - 8 AM to 11:45 PM
 - Sunday (when a regular race is also scheduled) – 10 AM to 11:45 PM
 7. A temporary amusement event is considered a single event for counting purposes whether it occurs Thursday through Sunday, or just on one, two or three of those days (set up only on Thursday). A total of eight (8) temporary amusement events are permitted per calendar year (January 1 through December 31). However, the owner may exchange regular race dates for temporary amusement events.

The Planning Commission has received the “Basis for Determination for Granting a Special Use Permit” and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled “Basis for Determination for SUP 13-275” dated November 20, 2013 and is fully incorporated into this motion and the official meeting minutes.

MOTION TO DENY

Move to recommend to the Township Board denial of SUP #13-275 for Temporary Amusement Activities in the C-3: Highway Service district pursuant to Section 8.6.2(4) of the Zoning Ordinance because the proposal does not comply with the required Basis for Determination Subsection ____ (fill in with specific citation).

DESCRIPTION OF THE SITE

The SUP request comprises three parcels of land and a total of approximately 30.7 acres of land. All three properties are zoned C-3: Highway Services and are used either for the racetrack itself or the associated parking. The current Zoning Map for the subject site and surrounding properties is included herein as Exhibit 3. The 2013 Future Land Use Map is also included as Exhibit 4. Continued future development around the subject site is expected to be of a commercial nature. There is existing commercial development on the north side of Cedar in Alaiedon Township which includes medical offices, a Secretary of State branch and various other commercial users.

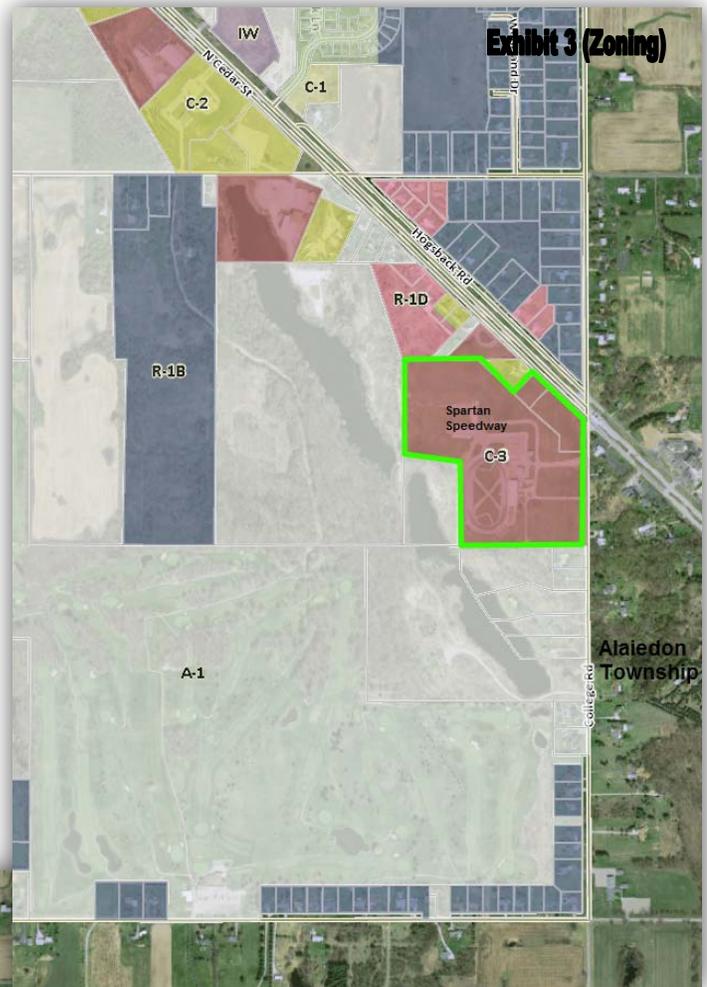


Exhibit 3 (Zoning)

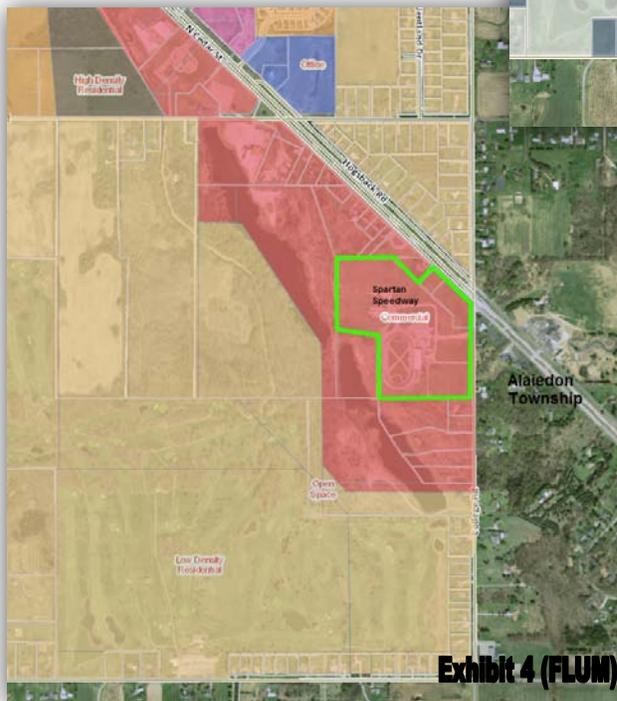


Exhibit 4 (FLUM)

GENERAL INFORMATION

APPLICANT: Jim Leisure (for Speedway Concessions, LLC/Spartan Speedway/Shortrack, LLC)

OWNER OF RECORD: Same (Shortrack, LLC)

LOCATION: 779 N. College Road, Mason, MI

PARCEL I.D. NO.: 33-25-05-36-276-007, 006 & 004

ZONING: C-3: Highway Service

REQUESTED ACTIVITY: Temporary Amusement Activities (Outdoor)

PROPERTY SIZE: 30.7 Acres (+/-)

EXISTING LAND USE: Spartan Speedway Race Track

ADJACENT LAND USES: See Exhibit 5

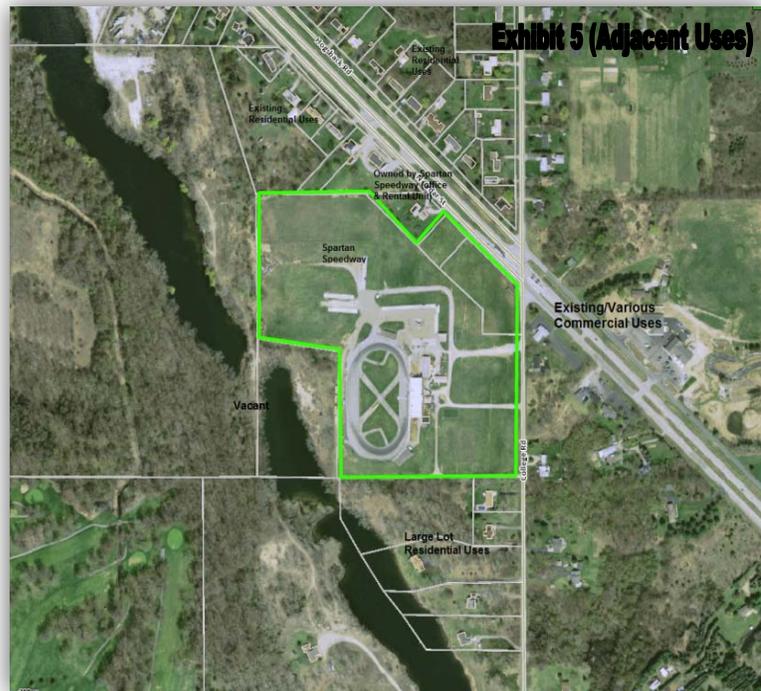
ADJACENT ZONING: See Exhibit 3

MASTER PLAN OF DELHI CHARTER TOWNSHIP

The 2013 Master Plan of Delhi Charter Township, (MP) shows the subject property as “Commercial” on the Future Land Use Map (see Exhibit 4). The propose activity is consistent with the allowable uses within commercial areas.

CONFORMANCE WITH SECTION 8.1.3

Prior to action on any SUP application, the PC shall establish that the general and specific standards and requirement contained in Section 8.1.3 have been



satisfied. The Planning Commission must review "Section 8.1.3 Basis for Determination for SUP 13-275" dated November 20, 2013 (attached) and make a determination regarding compliance with each finding.

OTHER PROPERTY PHOTOS



Track Infield w/ Main Bleachers

Section 8.1.3 Basis for Determination

SUP #13-275

Spartan Speedway: Temporary Amusement Activities

Section 8.1.3 1 a) Be harmonious and in accordance with the general principals and proposals of the Master Plan.

Through implementation of the proposed SUP conditions, the proposed use is consistent with the surrounding land uses and is consistent with the principals of the Master Plan. Expanded use of this site for continued commercial use is consistent.

Section 8.1.3 1 b) Be designed, constructed, operated and maintained so as to be harmonious in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed.

The conditions placed on the SUP will help to ensure that any temporary amusement activities that occur on the site will be operated in a manner that is harmonious with the surrounding area and the existing use of the property.

Section 8.1.3 1 c) Not be hazardous or disturbing to existing or future uses in the same general vicinity and will be a substantial improvement to the property in the immediate vicinity and to the community as a whole.

The conditions recommended for the SUP should help to ensure that the temporary amusement uses are not disruptive.

Section 8.1.3 1 d) Be served adequately by essential public services, such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities, or schools.

The development receives fire and police protection from Delhi Charter Township. There is no sanitary sewer available to the site, but the existing race track use has been adequately served by the existing on-site septic system.

Section 8.1.3 1 e) Not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to any person, property or general welfare by reason of excess production of traffic, noise, smoke, fumes, glare or odors.

See 8.1.3 1 c) above.

Section 8.1.3 1 f) be consistent with the intent and purposes of the zoning district in which it is proposed to locate such use.

With the approved SUP, the operation will be consistent with the intent of the C-3: Highway Service district which provides locations for this type of use. The SUP conditions will ensure that adverse effects to adjoining land uses is minimized.

Section 8.1.3 1 g) Be designed to protect natural resources, the health, safety, welfare, and social and economic well-being of those who will use the land use or activity, and the community as a whole.

See 8.1.3 1 c) above.

Section 8.1.3 1 h) Be related to the valid exercise of the police power and purposes which are affected by imposed use of activity.

The Michigan Zoning Enabling Act provides the Township with the ability to require Special Use Permits for those uses that have the possibility of creating unacceptable or difficult circumstances for the community. As such the requirement that the proposed temporary amusement activities receive an approved SUP is a valid exercise of police power.

Section 8.1.3 1 i) Be necessary to meet the intent and purpose of the zoning ordinance, be related to the standards established in the ordinance for the land use or activity under consideration, and be necessary to insure compliance with those standards.

See 8.1.3 1 h) above.

Section 8.1.3 2) Conditions and Safeguards: The Planning Commission may impose such additional conditions and safeguards deemed necessary for the general welfare, for the protection of individual property rights and for insuring that the intent and objectives of this Ordinance will be observed. The breach of any condition, safeguard, or requirement shall automatically invalidate the permit granted.

The SUP is anticipated to be sufficient to ensure protection as outline above.

Section 8.1.3 3) Specific Requirements: The general standards and requirements of the Section are basic to all uses authorized by Special Use Permit. The specific and detailed requirements set forth in the following Sections relate to particular uses and are requirements which must be met by those uses in addition to the foregoing general standards and requirements where applicable.

See 8.1.3 2) above.

Date: November 20, 2013

Appendix:
Approved 2013 Race Schedule



551 W. Columbia St.
Mason, MI 48854
Office: (517) 244-1042
Fax: (517) 244-1043
www.spartanspeedway.com

March 12, 2013

Delhi Charter Township
2074 Aurelius Rd.
Holt, MI 48842

The following dates have been scheduled and are ready to submit for approval.

I have not scheduled all club events yet so please keep in mind there will be two additional club events on top of the scheduled race events.

2013 SEASON

04-20	Saturday	Practice 11:00 a.m. to 3:00 p.m.
04-21	Sunday	Practice 1:00 p.m. to 5:00 p.m.
04-26	Friday	Race Event
05-03	Friday	Race Event
05-10	Friday	Race Event
05-17	Friday	Race Event
05-24	Friday	Race Event
05-26	Sunday	Race Event
05-31	Friday	Race Event
06-07	Friday	Race Event
06-14	Friday	Race Event
06-21	Friday	Race Event
06-28	Friday	Race Event
06-30	Sunday	Race Event
07-05	Friday	Race Event
07-12	Friday	Race Event or Rain Date for 07-05
07-19	Friday	Race Event
07-21	Sunday	Race Event
07-26	Friday	Race Event
07-27	Saturday	Club Event
07-28	Sunday	Club Event
08-02	Friday	Race Event
08-09	Friday	Race Event
08-14	Sunday	Race Event
08-16	Friday	Race Event
08-23	Friday	Race Event
08-30	Friday	Race Event
09-01	Sunday	Race Event
09-06	Friday	Race Event
09-08	Sunday	Rain Date for 09-01
09-13	Friday	Rain Date for 09-06

Thank you,
Jim Leasure
Spartan Speedway

DRAFT PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 25, 2013

PUBLIC HEARING - SUP No. 13-275, 779 N COLLEGE ROAD, SPARTAN SPEEDWAY, 33-25-05-36-276-006, -007- & -004

Ms. Miller reviewed the staff report for a request from Spartan Speedway for a Special Use Permit (SUP) for outdoor temporary amusement activities pursuant to Section 8.6.3(4) in the C-3: Highway Service zoning district. This use is permitted by right in the district when conducted inside a fully enclosed building. However, if outside a SUP is required. Ms. Miller emphasized that the current SUP request is a totally separate use and is independent from the racing at the speedway. She reminded the Planning Commission (PC) members that the racing activities are dictated by the 1999 Stipulation and Agreement between the Township and Spartan Speedway.

Ms. Miller reviewed the points covered in the staff report and provided additional explanation as necessary. Ms. Miller reviewed the requirement found in Section 5.11.4(7), which requires that a noise level of not more than 65 decibels is permitted at the property line. Obviously, this does not apply to the racing activity, but will apply to any temporary amusement activity that would occur on this property. There was general discussion about how compliance would be evaluated and that violations of this requirement would be subject to code enforcement actions up to and including revocation of the SUP. There was general agreement that this decibel limit would make hosting events such as concerts and rodeos difficult, but the PC didn't want to specifically prohibit these events in case there was a method the property owner could employ to reduce sound transmission and cause these events to comply with the ordinance.

The PC members continued to discuss parking needs, the potential location of temporary amusement activities on the site, event times and ask questions of staff and the applicant.

Mr. Jim Leasure, the applicant and owner of Spartan Speedway, answered questions for the PC members. He explained the parking and amount of people and cars he can accommodate on the property. Mr. Leasure also stated he currently conducts decibel readings for each race event he holds and will do the same for any future temporary amusement event. He also explained that he holds a special type of liquor license that permits him to sell only during sanctioned racing events. Any sales that would occur during a stand-alone temporary amusement event would be done by a non-profit group that would be required to obtain its own license from the Liquor Control Commission..

The PC received four (4) letters regarding this SUP request. While the content of the letters did vary slightly, each focused primarily on concerns regarding the level of noise that holding additional events would create.

Public Hearing Opened @ 7:58 p.m.

Candace Metcalf, 3470 Josephine Lane, Mason,(Alaiedon Twp.) expressed her concerns about the use of the property, noise and the monitoring of the decibel levels by the property owner as well as her concern about perceived impacts on property values.

Allisa Day, 3481 Josephine Lane, Mason, (Alaiedon Twp.) said she moved there about 5 years ago and would not have purchased in that area if she had known about the level of noise generated by a race track. . She feels some types of events should not be permitted.

Barbara Spottok, 3559 Harper Road, voiced concerns about the existing noise level associated with racing. She felt adding any more activity at the site is not reasonable.

DRAFT PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 25, 2013

Jeremy Brown, 1093 Cranbrook Lane, Mason, is a homeowner in The Gardens subdivision and is president of the Homeowners Association. He clarified that he is not speaking in his capacity as president, and was only representing his own opinions. He voiced his concern about the level of Public Hearing Closed @ 8:09 p.m.

Commissioner Olson moved, seconded by Commissioner Hayhoe to recommend to the Township Board approval of SUP #13-275 for Temporary Amusement Activities in the C-3: Highway Service district pursuant to Section 8.6.2(4) of the Zoning Ordinance for property located at 779 N. College Road (33-25-05-36-276-004, 006 & 007). The following conditions to apply:

1. **Not less than 30 days prior to any outdoor temporary amusement activity, the property owner shall submit to the Director of Community Development the following information:**
 - a. **A marked up copy of the site layout that shows what areas will be utilized for the specific activity. The location of any temporary structures such as tents, concession stands, etc. shall be shown on the layout plan.**
 - b. **A narrative description of the activity.**
 - c. **The hours and specific date(s) of the activity.**
 - d. **The time(s) and date(s) that on-site security and/or parking attendants will be on-site.**
 - e. **Expected attendance numbers.**
 - f. **Whether or not the activity will occur concurrently with a race event or independently.**

The Director of Community Development shall issue a written approval, approval with conditions or denial for each event within 10 business days of receiving all information necessary for the required review. This compliance review will be completed based upon compliance with this Special Use Permit and other applicable Delhi Township Ordinances.

2. **The property owner shall do one of the following:**
 - a. **Obtain a legal survey which establishes that there is at least 50' between the west edge of the track/fence and the western property line; or**
 - b. **Obtain a recorded easement from the adjacent land owner for enough land to ensure that the required 50' area is available between the edge of the track/fence and the property to the west; or**
 - c. **Refrain from using any portion of the property that falls within the first 50' between the western property line and the track for any use associated with a temporary amusement activity.**
3. **Parking for temporary amusement activities shall not occur within the first 100' of property measured from Cedar Road and College Road.**
4. **Any use, except parking, associated with a temporary amusement activity shall occur entirely within the fenced area of the site.**
5. **Security and parking attendants shall be required when appropriate, as determined during compliance review per condition #1 above.**

6. Temporary amusement activities that do not occur on dates of a scheduled club event, practice session or regular race (per the stipulation & agreement File no. 84-52867-CZ) are considered to be “stand alone” dates. Stand alone dates shall be limited to the following maximum operation times:

Thursday (event set up only is permitted) – 8 AM to 9 PM

Friday & Saturday – 8 AM to 9 PM

Sunday – 10 AM to 5 PM

“Concurrent” temporary amusement activities occur when a scheduled club event, practice session or regular race (per the stipulation & agreement File no. 84-52867-CZ) is also scheduled on that day(s). Concurrent days shall be limited to the following maximum operation times:

Thursday (event set up only is permitted) – 8 AM to 9 PM

Friday & Saturday (when a regular race or club event is also scheduled) - 8 AM to 11:45 PM

Sunday (when a regular race is also scheduled) – 10 AM to 11:45 PM

7. A temporary amusement event is considered a single event for counting purposes whether it occurs Thursday through Sunday, or just on one, two or three of those days (set up only on Thursday). A total of eight (8) temporary amusement events are permitted per calendar year (January 1 through December 31). However, the owner may exchange regular race dates for temporary amusement events.

The Planning Commission has received the “Basis for Determination for Granting a Special Use Permit” and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled “Basis for Determination for SUP 13-275” dated November 20, 2013 and is fully incorporated into this motion and the official meeting minutes.

A Roll Call Vote was recorded as follows:

Ayes: Craig, Berry-Smocoski, Goodall, Hayhoe, Leaf, Lincoln, O'Hara, Olson, Zietlow
Nays: None
Absent: None
Abstain: None

MOTION CARRIED



Delhi Charter Township
Department of Community Development

MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: November 26, 2013

RE: Ordinance 39.160

In the late 90's and 2000, the Township made several amendments to the Zoning Ordinance (ZO) pertaining to the multifamily residential districts. Prior to those amendments, the ZO contained two different multi-family districts; RM-1 and RM-2. The first amendments deleted these two districts and created the RM district in their place. There were no existing properties zoned RM-2. However, when these amendments took effect all of the existing RM-1 multifamily developments became legally non-conforming. This status proved to be a significant problem for these developments, particularly due to issues with their insurers and mortgage holders.

To remedy this unintended consequence a second amendment was completed. The intent of this amendment was to re-instate the RM-1 zoning district (as Section 5.21) for existing developments and to clarify that all future multifamily development would occur within the new RM zoning district. However, because of the way this amendment was worded, the intended outcome of maintaining the RM district as Section 5.7 was lost. As a consequence, the RM district disappeared from the Codified Ordinances as a result of Municode's subsequent work. It's important to recognize that Section 5.7 regarding RM and 5.21 regarding RM-1 have always remained intact within the stand alone ZO and several new developments have been reviewed and approved under these sections in the interim years.

The easiest way to rectify the mismatch between the ZO and the Codified with regards to the RM district is to simply re-adopt section 5.7 in its entirety and confirm the previous elimination of the RM-2 district. The attached Ordinance amendment accomplishes this objective. As it turns out, this effort is timely anyway because a change also needs to be made within the existing RM district language. Specifically, we must add Section 5.7.4 (2)(c) which stipulates that a Special Use Permit is not needed for a state licensed adult foster care facility that provides services for six or fewer residents. This change is necessary in order to comply with recent changes to State law. No other changes are proposed.

The Planning Commission (PC) held the required public hearing at their meeting on November 25th. No members of the public spoke about the amendment. After discussion, the PC unanimously voted to recommend approval of the text amendments to the Township Board as follows:

Public Hearing Opened @ 8:31p.m.

There was no public comment

Public Hearing Closed @ 8:31 p.m.

Commissioner Goodall moved, seconded by Commissioner Lincoln to recommend that the Township Board adopt Ordinance 39.160 which amends the Delhi Township Zoning Ordinance as it pursuant to the RM District: Multi-family Residential District and repeal Section 5.8.

Discussion: None

A Roll Call Vote was recorded as follows:

Ayes: Zietlow, Olson, O'Hara, Lincoln, Leaf, Hayhoe, Goodall, Berry-Smokoski, Craig

Nays: None

Absent: None

Abstain: None

MOTION CARRIED

If you have any questions, or need additional information, please don't hesitate to ask. Otherwise, I respectfully request that you forward this information, along with your concurrence, to the Township Board for their consideration and action at the December 3rd meeting. Since this is a ZO amendment, only one consideration is necessary. Thank you.

Recommended Motion to APPROVE:

To amend Zoning Ordinance No. 39 which amends the Delhi Township Zoning Ordinance relative to the RM District, Multi-Family Residential District, and repeal Section 5.8, as recommended by the Planning Commission at their November 25, 2013 meeting (Zoning Ordinance No. 39.160).

-OR-

Recommended Motion to DENY:

To deny amending Zoning Ordinance No. 39 relative to the RM District, Multi-Family Residential District, and repeal Section 5.8.

DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

ORDINANCE NO. 39.160

PREAMBLE

AN ORDINANCE TO AMEND APPENDIX A KNOWN AS THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE, ARTICLE V "DISTRICT REGULATIONS" BY AMENDING §5.7 AND REPEALING §5.8; TO REGULATE THE RM: MULTIFAMILY RESIDENTIAL DISTRICT; AND TO CLARIFY THE PREVIOUS ADOPTION RECORD REGARDING THE SAME.

The Charter Township of Delhi, Ingham County, Michigan, ordains:

SECTION I. RE-ADOPTION OF SECTION 5.7 “RM DISTRICT: MULTIFAMILY RESIDENTIAL”

SECTION 5.7 RM DISTRICT: MULTIFAMILY RESIDENTIAL

5.7.1 INTENT AND PURPOSE: This District is designed to accommodate multiple family residential land uses at a higher density than any single-family district, but provide comparable standards of quality. Specifically, this District is provided to accommodate a mixture of housing types, to permit boarding and lodging homes under specified maximum capacities, and to serve the limited needs for garden apartments, townhouses, row houses or other group housing facilities similar in character and density.

The primary purposes of this District are:

- 1) To provide for multiple family developments that will be harmonious with adjacent properties;
- 2) To maintain the overall intensity of land use, population density and required open space specified in this section and in the Comprehensive Development Plan; and
- 3) To encourage a range of housing types and innovative designs while protecting the interests of residents and the overall attractiveness of the Township.

5.7.2 USES PERMITTED BY RIGHT:

- 1) Multiple Family Dwellings: Subject to the requirements of Section 3.3 relating to Site Plan Submission and Review and Section 5.7.6. A minimum of

seven thousand two hundred sixty (7,260) square feet of land for each dwelling unit must be provided.

- 2) Signs may be permitted as provided in Article VI, Section 6.9.

5.7.3 USES PERMITTED UNDER SPECIAL CONDITIONS: The following uses of land and structures shall be permitted, subject to the conditions hereinafter imposed for each use:

- 1) Group Housing Developments: Including those types of residential housing customarily known as garden apartments, terrace apartments, townhouses, row housing units, and other housing structures of similar character, subject to all the restrictions set forth in this section.
- 2) Golf Courses and Country Clubs, in accordance with Article V, Section 5.2.3; however, golf courses constructed in conjunction with a multiple family housing project shall be owned and operated by the owners of said multiple housing project. Land devoted exclusively to golf course play shall not be counted for purposes of maximum dwelling unit density, although courses' swimming pools or community houses shall be counted as part of any required recreational area.

5.7.4 USES PERMITTED BY SPECIAL USE PERMIT. The following uses of land and structures may be permitted by Special Use Permit, in accordance with Section 8.1.3, upon the approval of the Planning Commission, PROVIDED all of the provisions of this Ordinance are met:

- 1) Multi-Family dwellings in excess of six (6) units per acre. PROVIDED, however, that any applicant for a special use permit hereunder is advised that Delhi Charter Township Planning Commission and Township Board shall have the right to grant a density of less than that requested by the applicant if such lower density is deemed to be more consistent with the intent and purpose of this section. Public hearing notices shall specifically state that: "The Planning Commission or Township Board is considering an application to permit a maximum of ____ units per acre to be constructed" where the number of proposed units is greater than six (6). Criteria used to determine final density will be based in part on the requirements of Section 8.1.3 as well as the following considerations:
 - a) Preservation of existing natural assets, such as stands of trees, flood plains, and open spaces
 - b) Utilization of open space and the development of recreational facilities, in excess of the requirements of this Section
 - c) Adjacent land use and zoning

- d) Topography of proposed development site
- 2) Incorporated Retirement Centers, of six (6) or more units, including facilities for care and treatment of the convalescent and aged, PROVIDED such facilities are owned by the corporation and that such care is limited to members of the corporation.
 - a) “Retirement centers” shall be construed to mean an incorporated development whose primary purpose is to provide living facilities for retired persons who are members of the corporation.
 - b) “Retirement centers” shall not be operated on parcels of land of less than ten (10) acres in size.
 - c) **A Special Use Permit is not required for State-licensed adult foster care facilities providing services for six (6) or fewer residents pursuant to MCL 125.3206(a) and MCL 125.3102(t).**
- 3) Commercial Services, in conjunction with a multiple housing project, provided that:
 - a) Commercial services shall be for the principal use of the residents.
 - b) There shall be no direct access to the commercial service from any exterior (off-side) road.
 - c) The commercial service shall not be located on the absolute periphery of the multiple housing project.
 - d) There can be no external advertising displays or signs.
 - e) If the commercial service is contained in a separate structure, the agriculture shall be harmonious with the multiple family structures. Harmonious shall be considered at a minimum to include the following: similar building materials, styles, height, setback and roof pitch.
- 4) Lodging Homes, provided that not more than four (4) non-transient roomers are accommodated in one (1) dwelling and that said dwelling is occupied by a resident family.
- 5) Boarding Homes, provided that not more than four (4) non-transient persons are accommodated for the serving of meals.
- 6) Mobile Home Park Developments, in accordance with Article VIII, Section 8.4.

- 7) Educational, Social, and Religious Institutions: ~~Public or~~ **Private** elementary and secondary schools, **public or private** institutions for higher education, auditoriums and other places for assembly and centers for social activities, and religious institutions provided that:
 - a) Institutional uses may be permitted in existing multiple tenant buildings if all parking requirements for the site, including the institutional use, are provided as established in Section 7.1, and the site and structure meet zoning requirements of the District or is a legal non-conformity.
 - b) Institutional uses on single occupant parcels and in single occupant buildings must meet the conditions for the use as stated in Section 8.2.4.
- 8) Anemometer Tower Over 20 Meters High, and/or On-Site Use Wind Energy System Over 20 Meters High.
- 9) One (1) or More On-Site Use Wind Energy Systems and/or Anemometer Tower: Subject to the requirements of Section 6.2.2.1.

5.7.5 SITE PLAN REVIEW PROCEDURE: All multiple family developments are subject to Site Plan Review as specified in Section 3.3 of this Ordinance. In addition, architectural sketches or renderings of the proposed buildings shall be provided with any Special Use Permit Application. Likewise, applicants are encouraged to submit a conceptual development site plan for review by Community Development Staff and the Delhi Charter Township Planning Commission as outlined in Section 3.3.4 of this Ordinance.

5.7.6 TRAFFIC IMPACT STUDY: A traffic impact study prepared by qualified personnel may be required to be submitted to the Community Development Department along with any request for a special use permit for any multiple-family dwelling projects (not including lodging houses and boarding house). Said traffic study will be required if any of the following circumstances exist:

- 1) Traffic issues related to flow and volume have been identified in the area at a previous date by the Ingham County Road Commission, City of Lansing and/or the Michigan Department of Transportation.
- 2) If the proposed development is not located on a primary road as defined by the Ingham County Road Commission.
- 3) If the project shall serve forty (40) or more units.
- 4) Said traffic study shall, as to all roadways abutting said development, set forth:

- a) Existing daily and peak flow traffic over a period of not less than two (2) weeks.
- b) Anticipated contribution to daily and peak flow traffic for each use proposed within the development.
- c) A description of all roadway improvements which the applicant intends to make, if any, including but not limited to, additional turn and deceleration lanes, signals and signage.
- d) A description of any enhancements to existing intersections, signage, and traffic signals in the area, which may be necessary as a result of the proposed use.
- e) All traffic studies shall be reviewed by the township consulting engineer and approved, modified if needed, and adopted by the Delhi Charter Township Planning Commission as part of final site plan approval.

5.7.7 DIMENSIONAL REQUIREMENTS: The following minimum and maximum dimensions for lot coverage and building heights shall be required for every structure and land use in this district:

1) Minimum Lot Area:

- a) For All Multiple Family Dwellings: A site of not less than one (1) acre.
- b) For Lodging and Boarding Houses: Six thousand six hundred (6,600) square feet for each dwelling unit, plus five hundred (500) square feet for each non-transient person accommodated.

2) Building Location:

- a) For Multiple-Family Dwellings: For buildings up to thirty-five (35) feet in height, no building shall be closer than thirty-five (35) feet to any street right-of-way; thirty-five (35) feet to any rear property line; twenty (20) feet to an interior side property line.

For each one (1) foot of building height above thirty-five (35) feet, one (1) foot shall be added to the required front, side and rear yards.

- b) No building in a multiple housing development may be located closer than one hundred (100) feet to the center of the road right-of-way of an arterial street (primary road) as designated in the Comprehensive Development Plan of Delhi Charter Township, the Ingham County Road Commission, or by the Delhi Township Planning Commission.

- c) The minimum distance between buildings shall be twenty-five (25) feet for buildings of one (1) story in height. This distance shall be increased by not less than five (5) feet for each story added.
- d) No building shall be located closer to any private street or access drive than ten (10) feet.
- e) No building hereafter erected or structurally altered shall project beyond the average front yard so established, provided this regulation shall not require a front yard of more than fifty (50) feet or allow a front yard of less than twenty (20) feet.
- f) No accessory building shall be located between the building line and the street. Any accessory building on the premises shall be at least five (5) feet from the rear property line, not less than three (3) feet from the side yard line, and no closer than ten (10) feet to any existing structure.

3) Maximum Building Height:

- a) For Multiple Family Dwellings: Three (3) stories, but not exceeding thirty-five (35) feet. Accessory buildings shall not exceed a height of fifteen (15) feet. No space below grade level shall be used for dwelling purposes except as follows:
 - (1) The finished floor grade of the space below grade level shall be no more than four (4) feet below the finished outside ground level at any point on the periphery of that part of the structure enclosing the below grade dwelling space.
 - (2) On sloping sites, the finished grade of the dwelling space shall be above the finished outside ground level for at least the length of one (1) wall. All such dwelling spaces shall have either adequate through or cross-ventilation.
- b) For Lodging or Boarding Houses: Two and one-half (2½) stories, but not exceeding thirty-five (35) feet. Accessory building shall not exceed a height of fifteen (15) feet.

4) Minimum Dwelling Floor Area:

- a) A minimum dwelling unit floor area does not include common hallways, common storage areas and service areas.
- b) Efficiency Unit: Shall have a minimum of four hundred (400) square feet of floor area. No more than ten percent (10%) of the total number of completed units may be efficiency units. Efficiency units may be in one

building or distributed uniformly throughout the various buildings in the development.

- c) One-Bedroom Unit: Shall have a minimum of five hundred (500) square feet of floor area. Each one-bedroom unit shall consist of a minimum of a living room, kitchen, or a combined living room, kitchenette and bedroom.
- d) First Additional Room: The dwelling unit shall be increased by not less than one hundred fifty (150) square feet for the first additional room.
- e) For each additional room thereafter, the dwelling unit shall be increased by two hundred (200) square feet.

5) Minimum Lot Width:

- a) Minimum Lot Width: One hundred and thirty-two (132) feet along the street on which the lot principally fronts, except where a curvilinear street pattern produces irregularly shaped lots with non parallel side lot lines, a lesser frontage width at the street line may be permitted, PROVIDED that the lot width at the building line is no less than one hundred and thirty-two (132) feet. Provided that the depth to width ration shall not be greater than 3:1.
- b) Minimum Lot Width for Private Drive: Sixty-six (66) feet along the street into which the private drive will exit, PROVIDED that no building construction may take place within such sixty-six (66) foot width.

5.7.8 GENERAL STANDARDS:

- 1) Roadway Location: In order to facilitate orderly growth and prevent overburdening of public highways, all roadways which provide direct traffic egress to multiple family developments must be approved in advance by the Ingham County Road Commission.
- 2) Automobile Parking:
 - a) Developments of twelve (12) units or less, two and one-half (2 ½) parking spaces shall be required for each unit.
 - b) Parking areas on sites of five (5) acres or less shall be behind the front building line.
 - c) Parking areas shall not be closer than twenty (20) feet from an adjacent residential zone with a density of less than six (6) units per acre.
 - d) In developments of thirteen (13) units or more, off-street parking spaces shall be provided as specified in Article VII, Section 7.1.

e) All parking spaces shall be a minimum of one hundred and sixty-two (162) square feet in area measuring at least nine (9) by eighteen (18) feet.

- 3) Curb and Gutters: Must be provided for all drives and at the perimeter of all parking area.
- 4) Sidewalks: Shall be required to provide smooth on-site movement of pedestrians throughout the development. Location of said sidewalks shall be determined through the site plan review process. All sidewalks shall be a minimum width of five (5) feet.
- 5) Fencing: Within the Multiple Family residential zoning district fencing shall be regulated as follows:

1. During Site Plan Review:

- a. Fencing may be required along the entire length of a property line whenever a multiple family development abuts property that is zoned other than RM, RM-1 or RM-2. This determination shall be based on the potential as recommended by the Director of Community Development and finally approved by the Planning Commission for land use conflicts, incompatible uses currently or in the future, traffic volumes, existence of an attractive nuisance, or other factor that is relevant to the use of the subject property or the adjacent property.
2. Fencing may be constructed on an existing RM site without Site Plan Review provided that it meets the requirements of Section 5.7.8 (5) (3) (b) below.
3. Fencing within the RM district shall conform to the following requirements:
- a. Fencing that is installed as a requirement of Site Plan Review shall comply with the following requirements:
- (1) Fencing shall not exceed ten (10) feet in height but shall be at least six (6) feet in height and shall be constructed of an opaque material to provide screening and visual separation between properties.
- (2) All provisions of Section 6.2.4 (2) (d) through 6.2. (6) shall also apply.
- b. Fencing that is installed as an elective property improvement shall conform to the following general requirements:
- (1) Fencing shall not exceed six (6) feet in height.
- (2) All provisions of Section 6.2.4 (2) (d) through 6.2.4 (6) shall also apply.

- 6) Private Streets: Private streets access drives may be permitted within group housing developments, PROVIDED that such street meet or exceed the requirements of Section 6.13, and provided further that all parking on said streets and drives shall be prohibited, and the following minimum requirements are met:
 - a) No dead-end street or roadway shall serve more than one hundred (100) dwelling units as a means of vehicular access.
 - b) Suitable turning facilities shall be provided for vehicles at the terminus of all dead-end streets or roadways. A minimum radius of fifty (50) feet shall be required for all turnarounds; an additional width may be required by the Township Planning Commission after consideration of the vehicular needs of a particular multiple housing development proposal and the requirements of emergency services providers.
 - c) Satisfaction arrangement (including, but not limited to, financial guarantees) shall be made with the Township Planning Commission regarding the maintenance and repair of streets, roadways or access drives.
- 7) Open Space: A minimum open space consisting of not less than thirty-five percent (35%) of the total land area, exclusive of parking area and drives, shall be maintained properly and cared for as open space.
- 8) Recreation and Community Area: One hundred (100) square feet pre bedroom but no less in area than twelve hundred (1,200) square feet shall be developed and maintained for recreational use. The following shall be included in the calculation of recreation and community area:
 - a) Play courts, such as sandplay, playground equipment suitable for swinging, climbing, sliding and jumping
 - b) Community recreational facilities, such as field games (softball, etc.), court games (basketball, tennis, etc.), and swimming pool.
 - c) Picnic areas including picnic tables, grills, etc.
 - d) Area of Clubhouse or central meeting structure (or appropriate area for said purpose within an existing multiple dwelling structure).
 - e) Other open space areas that can be used for active recreation to be approved by the Director of Community Development or his/her designee.
- 9) Landscaping: Acceptable landscaping as defined in Section 6.10 and depicted on the site plan shall be provided in open spaces, around buildings, and within parking areas. No occupancy permit may be issued until landscaping has been inspected and approved or a performance bond equal to the estimated cost has been posted with the Township. Said

performance bond shall be forfeited if landscaping has not been completed one (1) year after an occupancy permit has been issued for said building.

- a) In addition to any landscaping required in any particular district, all parking areas of twenty-five (25) or more vehicles shall be landscaped. Such landscaping shall be accomplished throughout the parking areas on the basis of two hundred (20) square feet of landscape area for each twenty-five (25) parking spaces. All parking area landscaping shall be adequately maintained in a healthy condition and conform to the material, curbing, and planting requirements established in Section 6.10.1.7.
 - b) When deemed necessary by the Planning Commission, in order to protect surrounding properties, appropriate screening with plant materials, wood or brick, approved by the Planning commission, may be required.
 - c) A landscape buffer, twenty (20) feet in width, shall be required for all RM developments along all side and rear property lines that is adjacent to any residentially zoned property.
- 10) Utility Service: All utility lines shall be underground. Any utility installations remaining above ground shall be located so as to have a harmonious relationship to neighboring properties and the site.
- 11) Solid Waste Disposal: A satisfactory solid waste disposal system shall be designed in accordance with the following Article VI, Section 6.1.6, and approved with the site plan.
- a) Solid Waste Dumpsters Trash dumpsters shall be located throughout the development to facilitate the temporary collection of trash. All dumpsters shall be easily accessible to the dwelling units served. Dumpsters shall be covered and screened from public view with a solid screen constructed on four sides.
 - b) Solid Waste Compactors: Trash compactors, if used, shall be placed in easily accessible locations in the development.
 - c) Individual Solid Waste Containers are prohibited. However, for attached or detached cluster housing in condominium developments, individual solid waste containers shall be permitted for waste removal pickup, provided that such pickup is on the same day for the entire development. While use of a single refuse company is preferred, this section shall not be construed to prohibit utilization of more than one (1) company, provided that waste pickup is limited to a single day each week for the entire development.

- d) Litter: Litter shall be collected regularly and the grounds shall be kept neat and orderly in appearance.
- 12) Security: In developments where more than one (1) unit enters through a single exterior door into a central corridor, security locks with an intercom device shall be provided.
- 13) Required Amenities: An exterior deck, patio, porch or balcony of not less than twenty-four (24) square feet shall be provided for, and with direct access to, each dwelling unit in all multiple family developments.

SECTION II. REPEAL OF SECTION 5.8

Section 5.8 R-M2 District: Multiple Family Residential is hereby repealed and reserved for future use.

SECTION III. SAVINGS CLAUSE

Except as expressly amended herein, all other provisions of the Delhi Charter Township Zoning Ordinance shall remain in full force and effect.

SECTION IV. REPEAL

All Ordinances or parts of Ordinances of the Charter Township of Delhi inconsistent herewith shall be and are hereby repealed, insofar as they may be inconsistent with the provisions of this Ordinance. The adoption of this Ordinance shall not, however, invalidate any prosecution or other legal proceeding taken in connection with a similar subject matter under ordinances existing at the time such action was initiated.

SECTION V. SEVERABILITY

It is the legislative intent of the Township Board adopting this Ordinance that all provisions hereof shall be liberally construed to protect the public health, safety and general welfare of the inhabitants of the Township and all other persons affected by the Ordinance. Consequently, should any provision of this Ordinance be held to be unconstitutional, invalid or of no effect, such holding shall not be construed as affecting the validity of any of the remaining provisions of this Ordinance, it being the intend of the Delhi Charter Township Board that this Ordinance shall stand and remain in effect, notwithstanding the invalidity of any provision hereof.

SECTION VI. EFFECTIVE DATE

This Ordinance shall become effective seven (7) days after adoption and subsequent publication in a newspaper of general circulation.

A Roll Call Vote was recorded as follows:

Ayes:

Nay:

Absent:

MOTION _____

C.J. Davis, Supervisor

Evan Hope, Clerk

I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance no. 39.160, duly adopted by the Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, on the ___ day of _____, 2013, and that the same was posted and published as required by law on the ___ day of _____, 2013.

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: November 26, 2013

RE: Agreement between Delhi Charter Township and City of Mason for Fire and Rescue Services within Alaiedon Township

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

This Agreement is similar to the one with Meridian Township and defines the service area (primarily all property south of Holt Road between Meridian Road and College Road) wherein the City of Mason 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 neighbors, both the City of Mason and 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 the City of Mason for Fire and Rescue Services within Alaiedon Township.

Memo

To: Township Manager John Elsinga
From: Interim Fire Chief Brian Ball
Date: 11/27/2013
Re: Delhi-Mason-Alaiedon fire agreement

Attached you will find the agreement for fire protection for between Delhi and Alaiedon Townships and Mason fire department. The agreement will offer the citizens in the defined service area fire protection services by the Mason Fire Department in a quicker and more efficient manner. The current working relationship with the City of Mason is excellent; their training and fire response is top notch for the community that they currently serve. By approving this agreement the citizens will gain the quicker fire response by a well trained and equipped fire department that is geographically closer.

The call volume for this area is very minimal in the grand scheme of the agreement. In 2012 Delhi responded to a total of 12 calls for service. In the end, the biggest beneficiary of this agreement is the citizens of Alaiedon Township in the service area. They are gaining quicker fire response by a well trained fire department with Delhi Township close behind. Thank you for consideration in this matter.

**AGREEMENT BETWEEN
DELHI CHARTER TOWNSHIP AND THE CITY OF MASON
FOR FIRE SERVICES WITHIN A CERTAIN AREA OF
ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the _____ day of _____, 20____, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and the City of Mason, a Michigan municipal corporation, whose address is 201 W. Ash Street, Mason, Michigan 48854 (hereinafter referred to as "Mason").

The Charter Township of Delhi provides contract fire protection to Alaiedon Township and, in order to provide the best delivery of services, Mason hereby agrees to provide primary fire response and services on behalf of Delhi to certain areas 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 within the following described boundaries will be served by Mason. Mason 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 Mason Fire Department officers. On US127, response will be provided to only those calls wherein fire or extrication is needed. This agreement shall not include any ambulance or EMS service within the boundaries of Alaiedon Township. The response area includes the following: (As described as "Area 3" in Appendix A)

Description: ***Beginning at the corner of Meridian Road and Holt Road then west to Okemos Road, then south to Harper Road, then west to College Road, then south to Howell Road, then east to Meridian, then north to the point of beginning at Holt Road. This response area includes properties on both sides of Holt Road, Okemos Road, Harper Road, and College Road, and all properties within this geographical outline. Said service area is further depicted as Area 3 on Appendix A attached hereto.***

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

A. ***Standby Fee.*** An annual standby fee shall be paid by Delhi to Mason during the term of this Agreement in the amount of Four Thousand, Three Hundred Seventy Nine dollars and Fifty Three Cents (\$4,379.53). Payment shall be made in equal monthly installments of Three Hundred Sixty Four dollars and Ninety Six cents, commencing on the first day of January, 2014 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 commencing one year from the date of this Agreement in the following manner based on the annual contract price between Delhi and Alaiedon Township.

This Standby and Administrative Fee is calculated based on the calculation sheet in Appendix B.

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 and the last apparatus returns to the fire station. Additional hours shall be measured in quarter hour increments. Run times charged will be rounded up to the nearest quarter hour.
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 Mason 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.

3. **Permits, Inspection, and Enforcement.** Delhi shall forward a complete listing of active burning permits issued within Area 3 via daily facsimile or email to the Mason Fire Department. Mason shall not be responsible for inspections or Fire Code enforcement activities within the designated service area.

4. ***Employee Protection.*** Mason 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.

5. ***Fire Chief Discretion.*** The level of response, the selection of the appropriate units, personnel and apparatus for response, and a determination of priorities between the City, Township and neighboring calls for cooperative fire enforcement activities under mutual aid shall be solely the responsibility of the Mason Fire Chief or the chief's designee. It is understood that the City may enter into agreements similar to this Agreement with other townships for fire protection in such townships or portions thereof and this Agreement shall not be construed to restrict or limit the authority of the City to enter into such Agreements or mutual aid agreements or to cooperate with or assist other city, county, or state fire agencies in performing any official powers or duties as authorized by law. The parties hereto agree that in the event emergencies shall arise or exist in two or more places to which the City may have contracted to render fire protection service, then and in such event the place to which the City fire department shall apply itself shall be at the sole discretion of the Fire Chief or the Chief's designee, and the City shall be relieved from all direct obligation under this Agreement to furnish fire protection to the property of the individual township, if in such discretion the said fire department shall respond and apply itself to one such emergency and not to another. The City shall, however, maintain sufficient agreements for mutual aid with other fire departments and shall call on said fire departments to respond to a call for fire protection in the Township in the event the City is unable to respond. Neither the City nor the Department, nor its officers or employees, shall be liable to any party for failure to respond to a request for fire protection services for any reason.

6. ***Governmental Immunity.*** In signing this Agreement, neither governmental entity waives its governmental immunity nor any defenses available to them or their elected or appointed officers or employees under the Michigan Governmental Immunity Act, being 1964 PA 170, as amended, MCL 691.1401, *et seq.*, or any other defenses which may be available to each governmental unit, its elected and appointed officers and officials, and its agents and employees.

7. **No Third-Party Rights.** Nothing in this Agreement shall create any rights,

remedies, or benefits or be construed to create or be intended to create any rights, remedies, or benefits to any person or party other than the parties to this Agreement.

8. **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.

9. **Term.** This agreement shall commence at 12:01 a.m. on January 1, 2014 and shall continue until midnight December 31, 2014. 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 as modified annually in the manner provided in paragraph 2A shall continue for one additional year.

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

11. **Parties' Authority.** The parties hereby represent that their respective signatories execute this Agreement with the requisite authority to sign and bind the parties and that each party respectively has complied in all respects with their applicable by-laws, charters, articles, and constitutions and has passed all necessary resolutions before executing this Agreement.

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

THE CITY OF MASON

By: _____
Martin Colburn, City Administrator

By: _____
Kerry Minshall, Fire Chief

Approved as to form:

Dennis E. McGinty (P17407)
Mason City Attorney

And

THE CHARTER TOWNSHIP OF DELHI

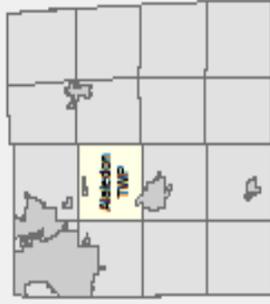
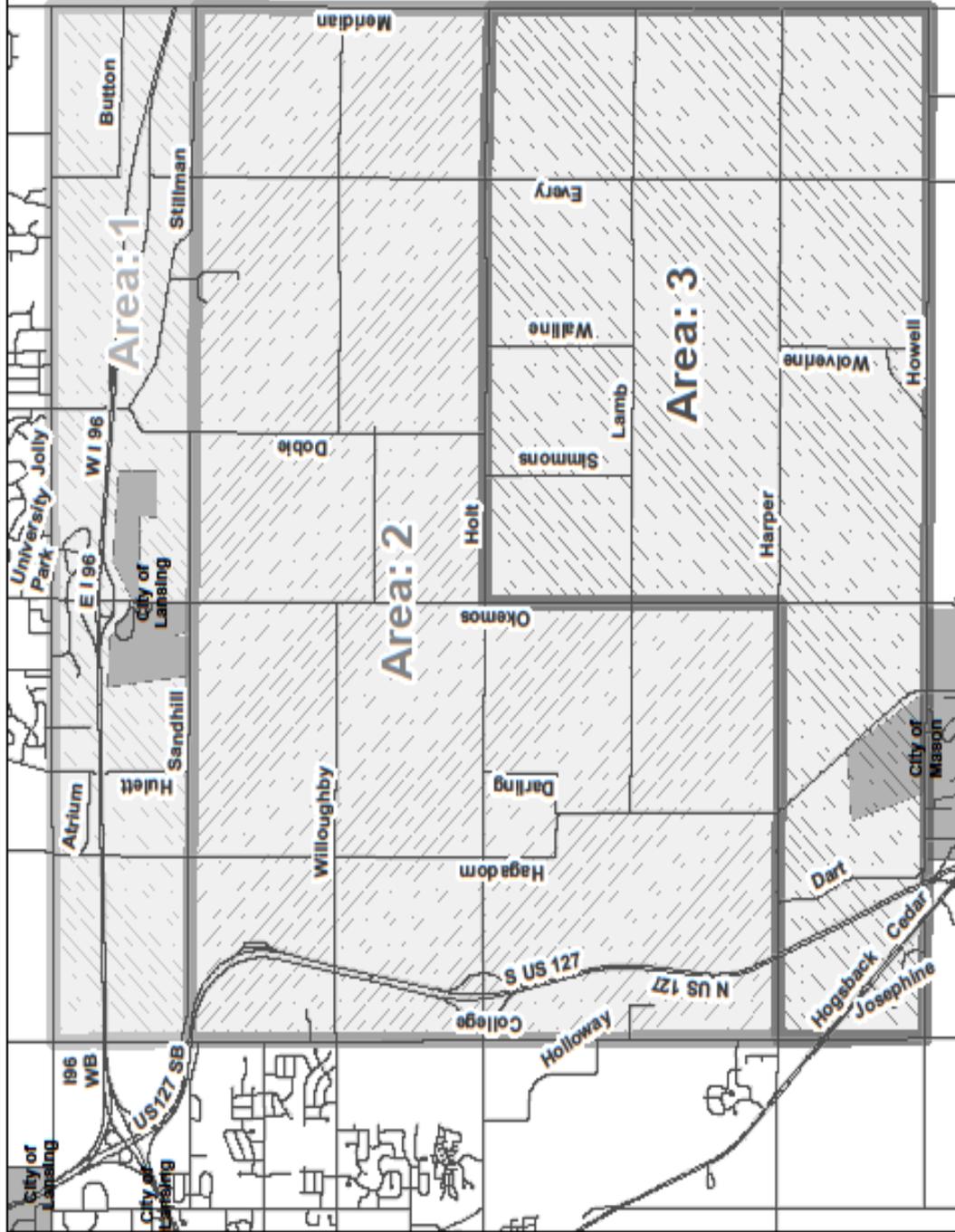
By: _____
C.J. Davs, Township Supervisor

By: _____
Evan Hope, Township Clerk

DRAFT

Appendix A

Alaiedon Response Areas

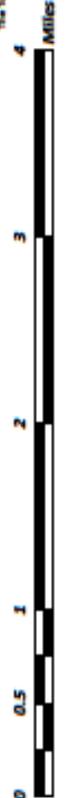


Legend

- Cities
- Fire Areas**
 - 1, Meridian Township
 - 2, Dehi Township Fire
 - 3, Mason Fire



This map is intended for use as general informational only planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area. The Township is not liable for decisions made with the use of this product.
 Map Source: Dehi Cluster Township
 Map Printed: Wednesday, August 25, 2010



Notes:

APPENDIX B

Calculation of Standby/Administrative Fee

Total Calls in Alaiedon Township in past 3 years – (2010, 2011, 2012) -	187
Total Calls in Proposed Mason Response Area in past 3 years -	31
% of Calls to which Mason would respond in past 3 years	16.6%
Total Standby/ Administrative Fee Paid to Delhi Township by Alaiedon Township	\$31,038.50
Multiplied by % of Calls in Mason response area	x 16.6%
Equals	\$5,152.39
Minus 15% Administration fee to Delhi for reporting, etc.	\$772.86
Equals Payment to Mason per year	\$4,379.53
Payment per Month	\$364.96

**AGREEMENT FOR FIRE SERVICES BETWEEN
DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the 14 day of January 2013, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and Alaiedon Township, whose address is 2021 W. Holt Road, Mason, Michigan 48854 (hereinafter referred to as "Alaiedon").

WITNESSETH:

WHEREAS, pursuant to PA 1951 No.33, MCL 41.801; MSA 5.2640(1), the parties have agreed that Delhi shall provide, and Alaiedon shall receive, fire protection services; and

WHEREAS, the parties desire to set forth in this Agreement the terms under which such services will be rendered;

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **Fire Protection and Rescue Service.** Delhi will furnish to Alaiedon, upon the request of its residents or its officers, fire protection and rescue services for the protection of persons and property, within Alaiedon Township, Ingham County, Michigan. Delhi 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 Delhi Charter Township officers.

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

A. **Standby and Administrative Fee.** A standby and administrative fee shall be paid by Alaiedon to Delhi during the term of this Agreement in the amount of Thirty One Thousand thirty eight and 50/100 dollars (\$31,038.50) (Exhibit A). Payment shall be made in equal monthly installments of Two Thousand Five Hundred Eighty Six and 54/100 Dollars (\$2,586.54), commencing on the first day of January, 2013 and continuing on the first day of each month thereafter until this Agreement shall expire.

1. **Standby Fee Formula.** $SV \div D = A \times V = \text{Standby Fee}$.
 Where SV = the current rolling stock replacement value:
 D = Annual depreciation over 15 years
 A = Annual depreciation amount
 V = Alaiedon Township percent of total run volume (Delhi + Alaiedon) average over the immediately preceding three (3) years.

Therefore, the standby fee set forth above is calculated: $\$2,699,000 \div 15 = \$179,933.33 \times 15\% =$ the standby fee of $\$26,990$.

2. **Administrative Fee** = $\$26,990 \times 15\% =$ total administrative fee of $\$4,048.50$.

Total Standby and Administrative Fee: $\$26,990 + \$4,048.50 =$ $\$31,038.50$.

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:** Services wherein calls are cancelled before any units leave the station will be charged at the rate of actual cost plus fifteen percent (15%).
4. **Mutual Aid Compensation:** A goal of Delhi Township is to provide Alaiedon Township with the most responsive fire service available. To that end, Delhi Township may enter into formal agreements with Meridian Township and the City of Mason to become first responders within certain designated areas of Alaiedon Township (see Appendix B). Any costs incurred by Delhi Township for aid in Alaiedon Township will be reimbursed by Alaiedon Township according to the compensation charges defined in paragraph 2 of this Agreement.

- C. **Inspection and Site Plan Review.** Services for inspection and site plan review will be charged at the rate of actual cost plus fifteen percent (15%).

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

3. **Liaison Committee.** Each party shall select two (2) representatives to serve as members of the Delhi-Alaiedon Fire Services Liaison Committee, with the Delhi Charter Township Fire Chief sitting *ex officio*. The Committee shall meet as its members shall deem necessary, but not less frequently than annually, to review issues arising out of the fire protection services provided in accordance with this Agreement, and shall, if necessary, make recommendations to and advise the respective Township Boards regarding such issues.

4. **Ordinance Compatibility.** Alaiedon agrees to adopt the 2006 Edition of the International Fire Code during the term of this Agreement in order that inspection and enforcement activities carried out by Delhi Charter Township within Alaiedon shall be compatible and shall authorize such activities by Delhi Charter Township personnel within Alaiedon Township. Alaiedon further agrees to adopt an Ordinance requiring installation of a "Knox" key box on all commercial properties and shall require all commercial and multi-family residential site plans submitted hereafter to be forwarded to the Delhi Charter Township for its review. It is understood, however, that such site plan review shall be limited to matters pertaining to fire safety and International Fire Code compliance.

5. **Permits.** Persons seeking permits for various burning activities within Alaiedon Township shall apply for same at the Alaiedon Township Hall. Alaiedon shall forward a complete listing of active permits via facsimile or email daily to the Delhi Charter Township Fire Department for record keeping and advice, if necessary.

6. **Employee Protection.** Delhi 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.

8. **Joint Draftsmanship.** This Agreement shall be construed as having been drafted jointly by the parties.

9. **Term.** This contract and the obligations hereunder shall commence at 12:01 a.m. January 1, 2013 and expire at midnight December 31, 2013. This Agreement may be renewed, extended, or modified upon the mutual consent of the parties.

The persons executing this Agreement on behalf of the respective Townships warrant that they have been authorized to do so on behalf of said Townships and to bind the Townships to the terms hereof.

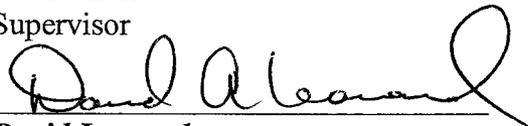
IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written.

THE TOWNSHIP OF ALAIEDON

By: 

Steven Lott

Its: Supervisor

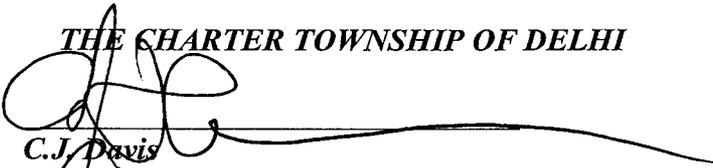
By: 

David Leonard

Its: Clerk

And.

THE CHARTER TOWNSHIP OF DELHI

By: 

C.J. Davis

Its: Supervisor

By: 

Evan Hope

Its: Clerk