

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 17, 2014**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, June 17, 2014 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

Members Absent: Trustees Megan Ketchum, DiAnne Warfield

BUSINESS

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

The Board reviewed the Ingham County Sheriff's Office/Delhi Division May Activity Report (ATTACHMENT I).

FIRE DEPARTMENT – MAY ACTIVITY REPORT

The Board reviewed the Fire Department May Activity Report (ATTACHMENT II).

Brian Ball, Fire Chief, stated that the Fire Department is in the process of finalizing the Metro Fire Operations Manual.

Chief Ball stated that the Capital Regional International Airport would like to model their command center after Delhi's with the Blue Card Command Center so Chief Ball was invited to assist in the command post during a mock disaster at the airport.

Chief Ball stated that the Fire Department is meeting with representatives from the District One Regional Disaster Coalition to discuss MABAS.

Chief Ball has been invited to speak on forming an ambulance strike team through Ingham, Eaton and Clinton Counties.

Chief Ball stated that the fire department continues to work with area jurisdictions in regard to the Act for Violence Initiative.

COMMUNITY DEVELOPMENT DEPARTMENT –MAY ACTIVITY REPORT

The Board reviewed the Community Development Department May Activity Report (ATTACHMENT III).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 17, 2014**

LANSING AREA ECONOMIC PARTNERSHIP, INC. (LEAP) PRESENTATION

Bob Trezise, President and CEO of LEAP, reported on the overall mission of LEAP. LEAP believes that the region is uniquely positioned to compete on a global stage and Delhi Township is a critical partner in making this happen.

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 7:28 p.m.

Date: July 1, 2014

Evan Hope, Township Clerk

Date: July 1, 2014

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE

**Gene L. Wriggelsworth**

Sheriff

Allan C. Spyke
Undersheriff630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299Greg S. Harless
Chief DeputySam Davis
MajorJoel Maatman
Major**TO:** Delhi Township Board of Trustee's**FROM:** Lt. Vern Elliott**DATE:** June 1, 2014**RE:** May 2014 Monthly Report**HIGHLIGHTED CASES AND INCIDENTS:**

- 05/02/2014 Deputies responded to the McDonald's on Eaton Rapids road for a driver passed out in the drive thru. Investigation revealed the driver to be in possession of crack cocaine, powder cocaine, ecstasy, Vicodin, and Xanax. Driver was arrested and lodged at ICJ.
- 05/08/2014 Deputies responded to Community Mental Health on Jarco drive for a staff worker whose finger was almost bitten off by a patient. No charges being sought as the suspect is not mentally competent.
- 05/09/2014 Dep. Hull responded to the Holt High School for a student who had been expelled refusing to leave. The student resisted Dep. Hull's efforts to get her to leave and kicked the assistant principle that was assisting. Dep. Hull had to call for back-up, and Delhi Deputies responded and took the student into custody. The Juvenile was lodged at the Ingham County Youth Home.
- 05/09/2014 Dep. Doerr stopped a vehicle at M-99 and Bishop for a cracked windshield. Driver had a glass jar of Marijuana in his lap. Subsequent search also turned up suspected Methamphetamine. The Driver was arrested and lodged at the Ingham County Jail.
- 05/10/2014 Deputies responded to Leo's Lodge on Jolly to assist LPD with a stabbing. Victim and suspects did not cooperate with LPD and left prior to arrival.

- 05/12/2014 Deputies responded to 4330 Keller for a subject out of control, possibly high on bath salts. Deputies assisted Delhi Fire in controlling the subject and rode with the ambulance to the Hospital.
- 05/15/2014 Deputies responded to a 13 y.o. girl he reported a middle-aged man in a grey mini-van that made obscene gestures to her. Deputies were unable to locate the vehicle, and this incident is still being investigated.
- 05/15/2014 Deputies responded to Wilcox road for a vehicle driving erratically. Vehicle was found in the front lawn of a residence and the driver was incapacitated. Driver was found to be a diabetic with extremely low blood sugar. Delhi Fire responded to treat the driver. Incident reported to the Secretary of State for a review of his license.
- 05/16/2014 Deputy Ward noticed a subject walking near the Village Inn carrying a large garbage bag over his shoulder. He made contact with the subject and smelled an overwhelming smell of Marijuana. Subject had recently harvested the Marijuana and was carrying it in the garbage bag. Suspect did not have a card and was arrested for possessing with the intent to deliver. Suspect was lodged at the Ingham County Jail.
- 05/19/2014 Deputies responded to Aurelius and Holt for a subject possibly passed out behind the wheel. Suspect woke up and refused to talk to the Deputies and fled. Pursuit followed, and the suspect was apprehended in Lansing. The suspect had 6 warrants out for his arrest, including 2 felony warrants. He was charged with fleeing and eluding and resisting and obstructing and lodged at the Ingham County Jail.
- 05/21/2014 Deputies responded to a property dispute at Lone Pine and Wigman road. One party started to leave the area and the second party jumped on his car in an attempt to prevent him from leaving. Second party fell off the car and struck a light pole causing damage to the light pole.
- 05/21/2014 VCI conducted targeted patrols, parole checks and surveillance on violent suspects in Delhi. The patrols made 3 Felony warrant arrests and 3 Misdemeanor arrest. The surveillance team was able to locate and arrest a Motorcycle gang member wanted on an aggravated assault warrant out of Delhi Township.
- 05/27/2014 Dep. Ward stopped a vehicle for driving left of the centerline and a burnt out taillight. Driver was found to be in possession of Marijuana and a handgun. Driver was arrested for possession with intent to deliver and CCW. He was lodged at the Ingham County Jail.
- 05/30/2014 Detectives investigated an arson on Weswilmar, 17 y.o. suspect set her room on fire. A warrant was obtained and the suspect was arrested and charged with the arson.
- 5/31/2014 Sgt. Harrison stopped a vehicle that ran the flashing red light at Jolly and Aurelius. Driver was found carrying a concealed weapon, in possession of Heroin with intent to deliver, had a suspended driving license and was intoxicated. Driver was arrested and lodged on all of the above charges.

STATISTICS:

During the month of April, Deputies responded to 390 calls for service (written and blotter complaints). They made 233 arrests of which 71 were self – initiated. Deputies issued 245 citations. Deputies conducted 272 business/property checks, 11 liquor inspections, and spent 139.3 hours in Community Policing. Deputies participated in 204.3 hours of training.

Calls for Service

	2012	2013	2014
May	465	437	390
Year to Date	2177	1821	1098

Total Arrests

	2012	2013	2014
May	136	128	233
Year to Date	553	582	793

Total Self – Initiated Arrests

	2012	2013	2014
May	59	67	71
Year to Date	303	344	328

Citations Issued

	2012	2013	2014
May	241	164	245
Year to Date	1196	1157	1028

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE

Gene L. Wriggelsworth
Sheriff

630 North Cedar Street
Mason, Mi 48854
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FAX (517) 676-8299

Allan C. Spyke
Undersheriff

Greg S. Harless
Chief Deputy

Joel Maatman
Major

To: Lt. Vern Elliott

From: Dep. P. Richards

Date: 06/06/14

Subject: May 2014 Monthly

STATISTICALS:

Comm. Policing Hrs: 45.0
Special Assgmt: 1.0
Complaints taken: 12
Traffic stops: 87
Citations issued: 38
Arrests: 4
Contacts (school): 6
Contacts (business): 5

COMMUNITY POLICING ACTIVITY:

During the month of May I was able patrol several subdivisions while on routine patrol with the police vehicle. I was able to witness many different traffic violations that occurred in my presence. I made several traffic stops and issued either a warning or issued a citation. I witnessed several infraction violations (failing to stop at stop sign, impeding the flow of traffic, loud exhaust, loud music...). I continued to speak with area neighbors/residents of problem areas within their area and what were the best times to patrol their neighborhood.

I gave a safety presentation at Transition South. Transition South is affiliated with Community Mental Health. They provide services to cognitively impaired adults. The average IQ of the

cognitively impaired individuals ranges from infancy to about third grade. I spoke about safety inside and outside the building, and to tell someone when you leave so they know where you are at. I provided them with the Stay Safe coloring book from the Michigan State Police.

I maintained the Ingham County Sheriff's Office // Delhi Division Facebook webpage. This medium has been instrumental in helping us to keep the neighborhood watch groups (and other residents) informed on timely safety tips or information on possible persons/vehicles to look out for within the community. I posted a link to the FBI Child ID application for Apple and Android phones. The app can be downloaded onto your phone and if your child is lost or taken it will direct you to the appropriate police department to make a report. I posted a link to the Marine Forecast from the NOAA's National Weather Service. The link provides items of interest to mariners.

I continued planning/scheduling for the annual Neighborhood Watch National Night Out. The event is scheduled for Thursday July 24 from 6-8pm. I am working with a local clown who does face painting and balloons animals. I made contact with the US Army to make sure that the Rock Tower would be available for use. I have included with this event the following: Music in the Park and/or the fresh food market.

I spoke to the managers of Delhi Manor Trailer Community and Stonegate Mobile Home Park on several subjects; speeders and adherence to the posted stop signs was the main topic. In prior contacts with the managers, I discussed the appropriate times of when the violations were occurring to set up patrol targeting those areas. During the month of May I had the opportunity to patrol during those hours. I did not observe any violations however my mere presence appeared to be a deterrent.

On May 15th I went to the Police and Fire Field Day (a.k.a. Safety Patrol Picnic) held at Hawk Island with Deputy Mary Hull and Deputy Kelly Bowden. The event is to celebrate school safeties from the Tri-County Area. There were police and fire departments from the Tri-County Area that brought equipment for the safeties to see and explore. I met with students, parents and teachers from local school districts.

During May 5th through May 9th I assisted with Portfolio Days at the Holt High School 9th Grade Campus. Each student creates a portfolio that includes work that they are most proud of. They discuss their future plans for College and professions for after high school. Each interviewer grades the presenter on their presentation and portfolio.

On May 15th I assisted in the Bike to School escort with Deputy Mary Hull and Deputy Kelly Bowden. The escorted started at Mockingbird Lane and ended at Horizon Elementary. Bike to School promotes safe routes to school, cleaner environment because there is less emissions from school buses, and healthier children.

On May 20th I went to the Holt Invitational Track Meet at the Holt Jr High. The athletic director reported that there have been previous incidents at other meets because of individuals causing problems from the Skate Park. My presence deterred any issues from arising.

On May 21st I assisted with the Ride of Silence with Deputy Mary Hull and Deputy Kelly Bowden. Over one hundred people participated in the ride from MSU to the Capital. Ride of

Silence is in remembrance to those that were injured or killed while cycling. It promotes sharing the roadway with cyclists.

OTHER MATTERS

On May 8th I responded to an address on Hall St for a Malicious Destruction of Property complaint. The homeowner reported that someone drove across the property causing damage. Upon investigation the only damage appeared to be tire tracks on the yard from someone driving on wet grass.

On May 15th I investigated a suspicious situation complaint. A teenage female ran to a residence claiming that a white male in a white van tried to lure her into the vehicle. A description of the vehicle and suspect were given. No license plate was provided. The area of checked by immediately by Delhi Officers and no one was located. This is the only report that has been made about this kind of activity.

On May 31st I investigated a retail fraud at the General Dollar. The manager reported that a black male came into the store and stole 6 Slim-Jim beef packages valued at \$9.00. The male left on foot. The area was searched and he was never located.

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Major

Joel Maatman
Major

TO: Lt. V. Elliott
FROM: Dep. Kelly Bowden #5379
DATE: Monday, June 02, 2014
RE: May 2014 Monthly Business Officer Report

Total Complaints:	39
Traffic Stops:	23
Citations:	8
Property/ Business Checks:	71
Community Policing Hours:	25.2
School contacts:	7

Community Policing Highlights:

I assisted at Holt 9th grade Campus' Portfolio Days. The 9th graders gave presentations detailing their academic achievements, career and educational goals, and non-academic interests. Overall, the kids did a very good job and most were well prepared for the assignment.

Deputy Richards, Deputy Hull, and I participated in two different community events involving the schools: Horizon Elementary School's Bike to School Day and The Greater Lansing Safety Patrol Picnic. While at the Bike to School event, I witnessed several subjects in a pick-up truck driving recklessly in the parking lot of the High School. I contacted the males and identified them, then turned the information over to Deputy Hull for further follow up with the High School. The suspects were very surprised to be contacted by a police officer on a bicycle and stated they didn't know we had Bike Cops

I responded to a local business after staff reported an unruly male had locked himself in their bathroom and refused to come out. I arrived and found a local homeless man, well known to Delhi Officers, and also well known for his refusal to receive treatment for the mental illnesses that afflict him. I escorted the male from the store and provided him with transport to a local drop-in center for mentally ill persons a few miles away. The male was also warned for trespassing and disorderly conduct.

I attended the Mid-Michigan Organized Retail Crime Task Force meeting, held at the Meridian Mall. I networked with area police and loss prevention representatives and discussed crime trends being seen in the local market currently.

Investigative Highlights:

The following is a highlight of the more notable cases I have investigated this month:

I was dispatched to a local fast food restaurant after employees reported a vehicle was stopped in the drive-thru and refusing to pull forward. Staff also told dispatch it appeared the driver of the vehicle was possibly asleep or passed out behind the wheel. When I arrived, I easily located the vehicle, still in the drive-thru and still in gear, with the driver's foot on the brake pedal being the only thing stopping it from rolling forward. I was able to wake the driver and get him to put the vehicle in park. The driver had difficulty explaining how and why he came to be passed out in the drive-thru. Further investigation lead to the discovery the male was in possession of multiple types of narcotics, including crack cocaine, powder cocaine, and ecstasy, as well as items commonly used in the sales and delivery of drugs and a large amount of cash. The male was arrested on felony drug trafficking charges, his vehicle was impounded, and the money was seized, pending forfeiture proceedings.

I responded to a local storage facility after a customer reported his utility trailer had a bullet hole in it. The trailer was examined and there was a bullet hole in it. It is thought this occurred sometime during a span of about 1-2 months and there are no suspects or witnesses that have been located. I was unable to recover the bullet.

I responded to a local store for several retail fraud complaints. In two of the cases, the suspects had already fled the area and the store was unable to provide me with information that would identify them. In the third instance, the suspect was located two blocks from the store and immediately confessed upon being contacted. The stolen property was recovered and returned to the victim. The suspect was arrested and lodged at the Ingham County Jail for retail fraud.

I responded to a local convenience store for an embezzlement complaint. The store manager reported an employee had stolen lottery tickets and attempted to redeem them at a store in Lansing. Video evidence was collected that clearly showed the suspect in possession of the tickets and trying to cash them in. The Ingham County Prosecutor's Office authorized charges against the employee and on 6/2/2014 I arrested her and lodged

at the Ingham County Jail for a felony charge of Lottery Fraud. Most of the stolen Lottery tickets have been recovered.

I responded to a local construction site after employees reported the theft of a 4' Auger attachment sometime within a 48 hour period. The item has been entered as stolen and an informational bulletin was sent to area agencies. At this time, there are no suspects identified.

Respectfully Submitted,

Deputy Kelly Bowden, Badge #5379



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Sam Davis
Major

Joel Maatman
Major

TO: Lieutenant Vern Elliott
FROM: Deputy Mary Hull #5353
DATE: Tuesday, June 03, 2014
RE: May 2014 Monthly Report

MONTHLY STATS:

Complaints:	16
School Contacts:	53
Community Policing hours:	73
Arrests:	2

COMMUNITY POLICING ACTIVITY:

On May 7, I attended the Violent Crimes Initiative meeting at Lansing Police Department. The Violent Crimes Initiative has been working with other agencies in the county, including the School Resource Officers from Lansing Police Department, East Lansing Police Department, Ingham County Sheriff's Office, the officers from Lansing Public School Department of Public Safety and Juvenile Court Probation. The scope of the meeting is to identify individuals that may be active or involved in gang related activity. One important aspect of the Violent Crimes Initiative is identifying individuals that could pose a threat to our schools, students, and staff.

On May 14, Deputy Richards, Deputy Bowden, and I provided a bicycle police escort to the over fifty students, staff, and parents participating in the Bike to School Day. Bike to School has become an annual event for Horizon Elementary. The event is supported by

the National Center for Safe Routes to School, the same agency that supports Walk to School, which happens in the fall. Walk to School began in 1997 as a one-day event aimed at building awareness and celebrating safer and more accessible streets, healthier habits and cleaner air.

On May 14, Deputy Richards, Deputy Bowden, and I participated in the annual Police and Fire Field Day (Safety Picnic) at Hawk Island. Thousands of safety's from the Tri-County area came to Hawk Island to celebrate their commitment in watching over their peers and helping them get to and from school safely. Safeties visited with Police and Fire personnel from many different agencies including Michigan State Police, Ingham and Eaton County Sheriff's Department, and City and Township Police and Fire Departments. In addition, safeties also had the opportunity to see a Med-Flight and Military helicopter up close.

On May 21, Deputy Richards, Deputy Bowden, and I participated in the annual Ride of Silence with Lansing Police Department, Michigan State University Department of Public Safety, East Lansing Police Department, and Lansing Community College Police Department. More than one 100 individuals on many different bikes took to the road, riding from Michigan State University to the State Capital, in a silent procession to honor cyclists who have been killed or injured while cycling on public roadways. The event is held worldwide, in all 50 states, 26 countries and on all 7 continents on the same day. In addition, the event helps bring awareness to motorists and cyclists and promotes sharing of the road.

On May 28, I was asked to attend the Ice Cream Social at Holt High School, the event was free and gave Holt/Dimondale community members a chance to socialize, and discuss issues that are important to them and their children. For the adults I provided brochures pertaining to distracted driving and the STOPPED program with Michigan Sheriff's Association; for younger population I provided stay safe coloring books and stickers; for the entire family I provided Ingham County Emergency memo boards.

On May 30, I attended a Truancy Conference at Eaton County R.E.S.A.; this was the fourth such meeting I attended with individuals from many different agencies that are stakeholders in a child's education. This meeting spotlighted the efforts of the States summit on truancy and the work they are proposing to combat the problem of truancy and chronic absenteeism, which may lead to criminal activity. Angela Cole from Michigan School- Justice Partnership spoke about the proposed amendments to Truancy and Zero Tolerance legislation that will be presented to our state government. Some of the proposed amendments include: (a) adding graduated interventions and definitions for truancy and chronic absenteeism (b) remove mandatory expulsions for physical assaults (c) amend mandatory expulsion for possession of a dangerous weapon, except a firearms.

OTHER ACTIVITY:

During the month of May, I took 16 calls for service, three of which were not related to any of the schools. Some of the calls for service included assaults, larceny, trouble with subject and suspicious situation.

During the month, I took three assault complaints, one at the High School, one outside of school but involving a student, and one occurring at Elliott Elementary. On May 7, I was called to Holt High School for an assault that occurred earlier that day between two students. The fight was the result of an incident that occurred outside of school a few days prior. The male offender approached the other student hitting him a number of times before the fight was broke up by school personnel. The victim received minor injuries from the incident. The victim advised that he did not want to pursue charges against the offender for the assault. Later that same day I received a call from the Assistant Principal at Holt Jr. High. The assistant principal advised that she was concerned for the welfare of a grandparent that was at the school picking up her grandchild. During a meeting, the grandparent advised that she was assaulted by her grandson earlier that morning and showed the bruises resulting from the assault. I conducted an interview with the victim at her home; however, the offender refused to cooperate. After the interview, I contacted Ingham County Youth Center, who refused to lodge the offender and requested that Child Protective Services be contacted. Contact was made with Child Protective Services later that afternoon and advised of the situation and the safety of the individuals in the home, specifically the adults. Child Protective Services advised that they were not able to assist the family since the issue did not pertain to child abuse or neglect. A juvenile petition for domestic assault was submitted to Ingham County Prosecutor's Office. On May 15, a parent of a 7 year old reported that her son was assaulted while at a school operated daycare. The parent reported that when she walked into the room she saw the daycare worker holding her autistic son to the floor. The child did not receive any injuries from the incident. The report was referred to the Department of Human Services Licensing Division for further investigation.

On May 15, I received a call from a parent of a Grand Ledge track team member. The parent reported that while at Holt High School her daughters backpack, and track bag were taken. The parent also reported that her daughter's cell phone was among the items taken. The parent reported that she pinged the phone to an address on Lenawee Street in Lansing. I went to the area and attempted to locate the phone at the addresses provided by the parent, unfortunately the phone could not be located. However, the backpack and track bag were located on a Waverly School bus.

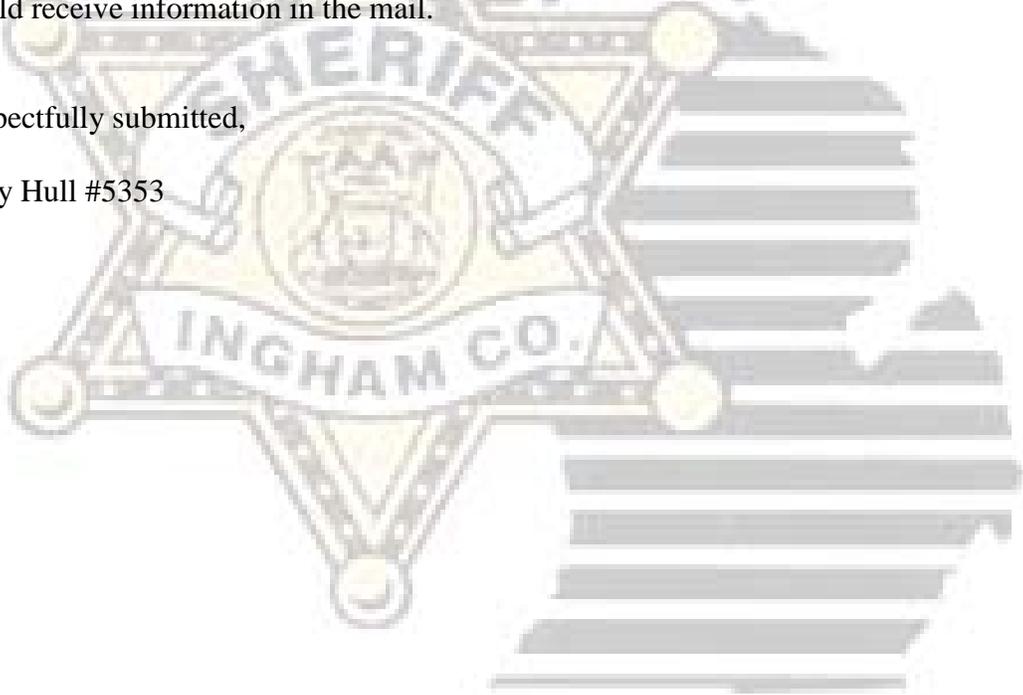
On May 9, I received a call from Holt High School about a female student that was suspended and refusing to leave. Upon arrival to the school and speaking with the student, I offered to give her a ride home or take her to a relative's home, but she refused giving excuses as to why she could not go home. While talking to the student she became upset, and started to walk away from me then refused to stop when ordered. As I tried to stop the student, she pulled away and resisted my efforts to contain her. During the incident the student intentionally kicked the Assistant Principal as he was trying to help. Once the student was subdued, she was arrested and lodged at Ingham County Youth Center for resisting and obstructing and assault. On May 15, I was called to Holt High School Ninth Grade Campus for a trouble with subject. Office personnel advised that a student was sent to the office for disrupting class, and while in the office was refusing to follow directions. Upon arrival to the school, contact was made with the

student in the hall. The student advised that he was not doing anything wrong and believed that school staff was harassing him. School personnel advised that the student needed to leave but they were not able to contact a parent. The student accepted a ride home and was turned over to his parent.

On May 13, a resident came to the Delhi Office reporting that she was scared after receiving a voice message from a person with an Eastern Indian accent indicating that she had a warrant and was going to be arrested. The resident advised that she has never gotten in to trouble and could not understand why someone would leave such a message. I assured the resident that the call was not legitimate and was more than likely a scam. With the victim present, I called the phone number associated with the voice message. After calling the number several times, I finally received an actual person. When I identified myself as a Deputy to the person on the other end, the phone went dead. I called the number again believing the person on the other end was having phone problems. Each time I called the phone was picked up and the connection was lost. I reminded the resident that if there were any criminal or civil judgments against her she would receive information in the mail.

Respectfully submitted,

Mary Hull #5353



DELHI CHARTER TOWNSHIP
Department of Community Development

April 2014 Activity Report

New Permits:

Category	DDA Area Permits	Total Permits	Total Inspections
Building	16	63	104
Electrical	4	26	53
Mechanical	4	32	73
Plumbing	4	19	53
Fire Inspections	N/A	N/A	13
Totals	28	140	296

Soil Erosion Permits & APA Projects:

Category	DDA Area Permits	Total Permits/New Projects	Total Inspections
Soil Erosion	1	11	128
Soil Erosion Waivers	0	0	0
APA Projects	0	0	5
Totals	1	11	133

New Code Enforcement Cases:

Category	DDA Area Cases	Total Cases
Building Maintenance	0	2
Fence Violation	2	3
Junk & Debris	1	8
Junk Vehicles	2	4
Miscellaneous	2	13
Noxious Weeds	4	20
Sidewalk Snow	0	0
Sign	2	2
Site Plan	0	0
Yard Parking	1	3
Improper Zoning Use	1	1
Totals	15	56
Total # of Inspections		80

Rental Program Information:

Number of New Registered Rental Properties	2
Number of Rental Re-inspections	97
Number of Rental Investigations	0
Number of Rental Cycle Inspections	92

Civil Infraction/Abatement Information:

Abatement/Clean-ups	0
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	\$4,411.01
Civil Infractions Issued	1
<i>Civil Infraction Fines Issued (Year to date)</i>	\$225.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
APARTMENT UNIT						
PB14-101	3770 WIGMAN ROAD	DTN ENTERPRISES LLC	<i>CONSTRUCTING 10 UNIT APARTMENT BUILDING</i>	\$1,213,588	\$8,012.40	Y
PB14-107	3850 WIGMAN ROAD	DTN ENTERPRISES LLC	<i>CONSTRUCTING 14 UNIT APARTMENT BUILDING</i>	\$1,361,651	\$8,989.20	Y
APARTMENT UNIT				\$2,575,239	\$17,001.60	Total: 2
DECK						
PB14-110	2319 CHISHOLM COURT	JB CONSTRUCTION	<i>REMOVING EXISTING DECK AND CONSTRUCTING NEW 12' X 12' DECK</i>	\$1,296	\$50.00	
PB14-115	2210 MOORWOOD DRIVE	K FEDEWA ENTERPRISES INC.	<i>CONSTRUCTING 12' x 26' DECK</i>	\$2,808	\$50.00	
PB14-118	3900 MAYAPPLE LANE	CUSTOM BUILT INC.	<i>REMOVING EXISTING DECK AND CONSTRUCTING NEW 12' X 12.5' DECK</i>	\$1,350	\$62.00	
PB14-120	2544 KATE STREET	STOCKS, MICHAEL	<i>REMOVING EXISTING DECK AND CONSTRUCTING NEW 48 SQ FT DECK</i>	\$432	\$50.00	Y
PB14-130	3932 CIRCLE DRIVE	COMPLETE HOME IMPROVEMENT	<i>PUT 10' X 22' DECK ON TOP OF EXISTING FOUNDATION</i>	\$1,980	\$50.00	Y
PB14-132	1132 MATTHAEI COURT	HARNICK, GEORGE & JENNIFER	<i>CONSTRUCTING A 325 SQ FT DECK ON REAR OF HOUSE</i>	\$4,800	\$50.00	
PB14-144	2145 MEADOWLAWN DRIVE	NESKY, JASON H	<i>CONSTRUCTING A DECK AROUND HALF OF THE ABOVE GROUND POOL</i>	\$1,296	\$50.00	Y
DECK				\$13,962	\$362.00	Total: 7
DEMOLITION						
PB14-119	2052 CEDAR STREET	MCS EXCAVATING	<i>DEMOLISH CAR WASH DOWN TO TOP OF FLOOR</i>	\$0	\$0.00	Y
DEMOLITION				\$0	\$0.00	Total: 1
FENCE						
PB14-094	4780 WILCOX ROAD	MCNALLY, JASON L & JESSICA J	<i>INSTALLING 4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$50.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB14-099	1658 TUSCANY LANE	PENTLAND, ERIC N & ANGELA D	<i>REPLACING CHAIN LINK FENCE WITH 5' WOOD FENCE</i>	\$0	\$50.00	
PB14-102	2265 TIFFANY LANE	KIERNICKI,RYAN & KRAMER,KATELYN	<i>INSTALLING 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$50.00	
PB14-105	1589 BERKLEY DRIVE	PRO-SOIL SITE SERVICES	<i>INSTALLING 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$50.00	
PB14-108	4460 GATEWAY DRIVE	PRO-SOIL SITE SERVICES	<i>INSTALLING 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$50.00	
PB14-113	4304 BOND AVENUE	NOBERT, EVELYN MARIE	<i>CONSTRUCTING 4' FENCE ALONG SOUTH AND WEST SIDE OF REAR PROPERTY LINES</i>	\$0	\$50.00	Y
PB14-116	4331 KELLER ROAD	HOFFMAN, STEVEN S & DIANNE A	<i>INSTALLING 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$50.00	Y
PB14-117	1599 CATALINA DRIVE	PLACE, MELVIN & CAROL	<i>INSTALLING 4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$50.00	
PB14-131	1208 WILDFLOWER DRIVE	JOHNSON, ROGER & MARY	<i>INSTALLING 6' PRIVACY FENCE AND 4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$50.00	
PB14-139	1530 APPECROFT LANE	VANLIEW, JEFFREY E.	<i>INSTALLING 4' FENCE IN REAR YARD AND 3' FENCE IN FRONT YARD</i>	\$0	\$50.00	
PB14-143	2717 MORENO DRIVE	RICHBURG, SEAN	<i>INSTALLING 6' PRIVACY FENCE IN REAR YARD ON SIDE LOT LINE AND 4' IN FRONT YARD ON SIDE YARD LOT LINE</i>	\$0	\$50.00	
FENCE				\$0	\$550.00	Total: 11
POOL						
PB14-121	2584 VARSITY LANE	MACNEIL, DARRYL & MOLLY	<i>INSTALLATION OF AN ABOVE GROUND POOL</i>	\$0	\$50.00	
PB14-126	2440 POCASSET WAY	LUND, HEATHER	<i>INSTALLATION OF AN ABOVE GROUND POOL</i>	\$0	\$50.00	
PB14-142	2230 MEADOWLAWN DRIVE	UDELL, FREDERICK G & LORRAINE M	<i>INSTALLATION OF AN ABOVE GROUND POOL</i>	\$0	\$50.00	Y
PB14-147	1920 HOLLOWBROOK DRIVE	DANTONE, JENNIFER	<i>INSTALLATION OF AN ABOVE GROUND POOL</i>	\$0	\$50.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
POOL				\$0	\$200.00	Total:	4
RESIDENTIAL ADDITION							
PB14-095	4427 HOLT ROAD	JIMS HONEY-DO MAINTENANCE CO.	REPLACE ONE CAR DETACHED GARAGE WITH TWO CAR ATTACHED GARAGE AND ENLARGE SIDE ENTRY ROOM WITH NEW FIRST FLOOR BATHROOM	\$35,252	\$216.00	Y	
PB14-135	3585 DELL ROAD	ARROWHEAD HOMES	440 SQ FT ADDITION TO THE FAMILY ROOM	\$42,240	\$258.00		
PB14-136	5565 HOLT ROAD	GOODALL CONSTRUCTION CO	POOL ROOM AND GARAGE ADDITION	\$175,000	\$1,050.00		
RESIDENTIAL ADDITION				\$252,492	\$1,524.00	Total:	3
RESIDENTIAL ALTERATION							
PB14-096	4434 WILLOUGHBY ROAD	Scott Fredrickson Construction Co.	REPLACE AND REPAIR DAMAGED DRYWALL IN LOWER UNIT	\$7,320	\$50.00	Y	
PB14-104	3786 KELLER ROAD	PALMER, JOHN W	FINISHING 1,200 SQ FT OF BASEMENT	\$24,000	\$144.00		
PB14-112	6331 BISHOP ROAD	MOYER, HEATH	COMBINE EXISTING BATHROOM AREA AND STORAGE ROOM TO CREATE THE REQUIRED HEIGHT NEEDED FOR A USABLE BATHROOM	\$2,000	\$50.00		
PB14-138	4764 HARPER ROAD	MILLER, BRYAN	ADDING SCREENED IN PORCH AND TEAR OFF AND RE-ROOF	\$11,990	\$72.00		
PB14-140	1423 VANDYKE ROAD #300	CLARK, KEN	CONSTRUCTING CAR PORT ATTACHED TO MOBILE HOME	\$9,520	\$60.00		
RESIDENTIAL ALTERATION				\$54,830	\$376.00	Total:	5
RESIDENTIAL DWELLING/GARAGE							
PB14-097	4015 WATTS LANE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$201,490	\$1,212.00		
PB14-114	4042 WATTS LANE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$146,749	\$882.00		
PB14-124	4027 WATTS LANE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$211,902	\$1,272.00		
PB14-133	1518 CATALINA DRIVE	COUNTRY VIEW ESTATES LLC	CONSTRUCTING SINGLE FAMILY HOME	\$200,624	\$1,206.00		

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB14-134	5968 HEMLOCK DRIVE	ALLEN EDWIN HOMES	CONSTRUCTING SINGLE FAMILY HOME	\$175,140	\$1,056.00	
PB14-145	4026 WATTS LANE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$151,156	\$912.00	
PB14-146	1147 MATTHAEI COURT	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$167,854	\$1,008.00	
RESIDENTIAL DWELLING/GARAGE				\$1,254,915	\$7,548.00	Total: 7
RESIDENTIAL MISCELLANEOUS						
PB14-092	2585 HUMMINGBIRD LANE	PALMER CONSTRUCTION SERVICES LLC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-093	2096 JEFFERSON STREET	BYRUM BUILDERS	TEAR OFF AND RE-ROOF DETACHED GARAGE - INSTALL ENTRY DOOR	\$8,000	\$50.00	
PB14-098	5166 NICHOLS ROAD	FRANKLIN, JASON &	TEAR OFF AND RE-ROOF, PUT ROOF BACK ON FROM STORM DAMAGE	\$12,038	\$78.00	
PB14-100	1964 AUBURN AVENUE	WEATHERGARD WINDOWS	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-103	1874 SCHOOLCRAFT STREET	PALMER CONSTRUCTION SERVICES LLC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-106	4075 HOLT ROAD # 133	DELHI MANOR MOBILE HOME PARK	POUR CONCRETE FOOTINGS	\$0	\$50.00	
PB14-109	898 HOGSBACK ROAD	MOREHOUSE, NATHAN LEE	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-122	4697 HOLT ROAD	LAWRENCE, JULIE L	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-123	2664 DELLRIDGE DRIVE	LEAF, DONALD C & BEVERLY J	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-125	2595 SORORITY LANE	SIMON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-127	2955 WHISTLEWOOD WAY	STREAMLINE ENTERPRISES INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-128	4875 OHCHI COURT	SHERRIFF-GOSLIN CO	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB14-129	3650 TRIANON TRAIL	BRUNETTE EXTERIORS INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-141	4307 WILLOUGHBY ROAD	NYBOER BUILDERS	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	Y
PB14-148	4375 HARDING AVENUE	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	Y
PB14-150	2079 HAMILTON STREET	HOMEVIEW IMPROVEMENTS LLC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-151	3540 LAUREATE DRIVE	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
PB14-152	2837 RIVER POINTE DRIVE	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	
RESIDENTIAL MISCELLANEOUS				\$140,038	\$928.00	Total: 18
RESIDENTIAL STORAGE/GARAGE						
PB14-111	2389 KLOMPEN STREET	COVEY, GABRIEL	INSTALLING 231 SQ FT SHED IN REAR YARD	\$4,151	\$50.00	
PB14-137	6499 BISHOP ROAD	DONLEY TANAYA M	CONSTRUCTING 1200 SQ FT POLE BARN	\$21,600	\$132.00	
RESIDENTIAL STORAGE/GARAGE				\$25,751	\$182.00	Total: 2
SIGN						
PS14-011	2380 CEDAR ST	STAMP-RITE	10 SQ FT CONSTRUCTION SIGN	\$0	\$66.00	Y
PS14-012	2500 E JOLLY ROAD	SIGN-A-RAMA	REFACING EXISTING 15 SQ FT SIGN	\$0	\$65.00	Y
PS14-013	4305 FIVE OAKS DRIVE	LOS PROPERTIES LLC	INSTALLING 32 SQ FT GROUND MOUNTED SIGN	\$0	\$82.00	Y
SIGN				\$0	\$213.00	Total: 3

Totals:	\$4,317,227	\$28,884.60	63
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DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
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Permit.DateIssued Between 05/01/2014 AND 05/31/2014
AND
Permit.PermitType = Building OR
Permit.PermitType = Sign

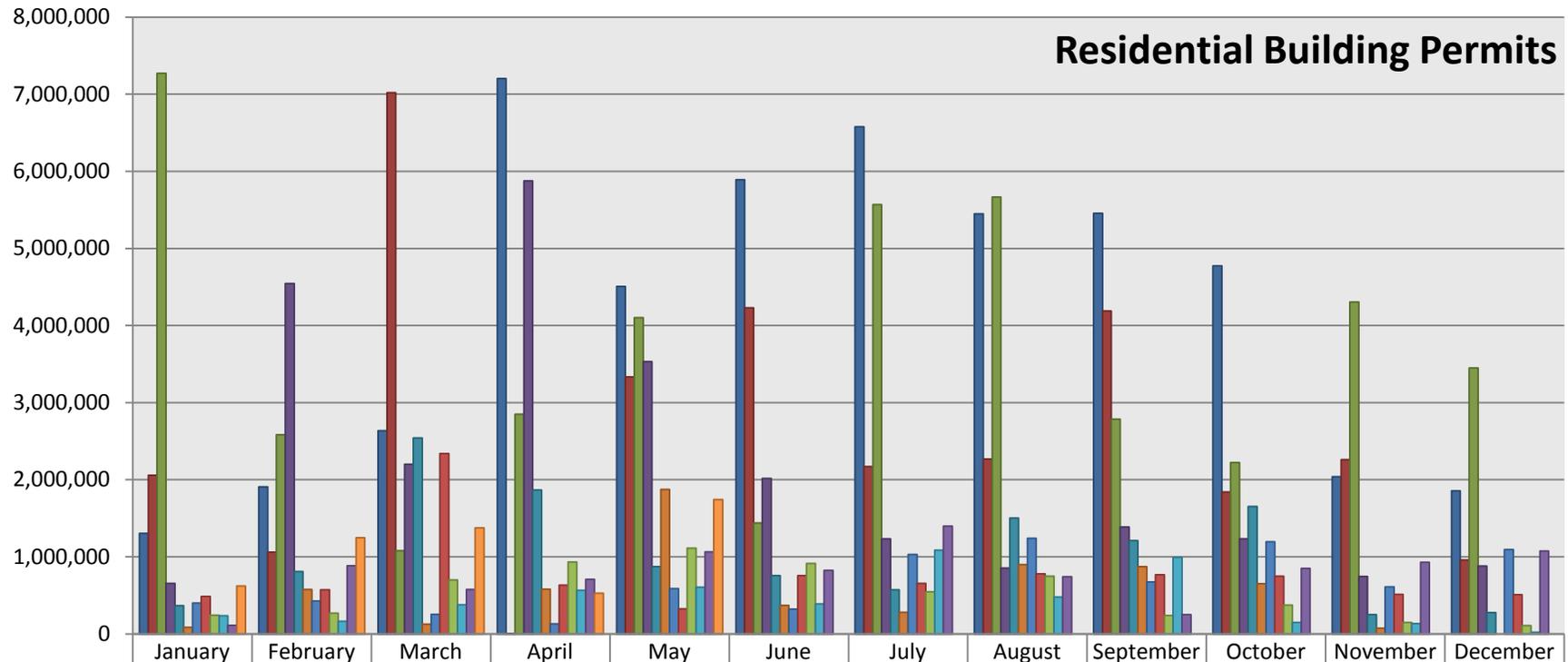
SUMMARY OF CONSTRUCTION VALUES

Year	2008		2009		2010		2011		2012		2013	
Type	Total Permits	Total Value										
Commercial Addition, Alteration & Commercial Misc	30	\$ 2,830,791.00	29	\$ 1,215,220.00	27	\$ 1,665,320.00	37	\$1,029,347.00	38	\$3,549,664.00	37	\$3,970,461.00
Commercial New Structures	1	\$ 875,903.00	5	\$ 4,360,107.00	3	\$ 1,712,188.00	5	\$3,951,772.00	4	\$906,716.00	1	\$396,560.00
Commercial Sub-Totals	31	\$ 3,706,694.00	34	\$ 5,575,327.00	30	\$ 3,377,508.00	42	\$ 4,981,119.00	42	\$ 4,456,380.00	38	\$4,367,021.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	165	\$ 1,118,676.00	487	\$ 3,105,297.00	372	\$ 2,103,596.00	233	\$ 1,262,153.00	243	\$ 1,097,292.00	305	\$ 1,433,877.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	27	\$ 5,189,435.00	22	\$ 3,861,101.00	37	\$ 5,998,675.00	28	\$ 3,849,279.00	25	\$ 3,065,174.00	37	\$ 7,191,454.00
Residential Addition, Residential Alteration	51	\$ 1,013,207.00	43	\$ 1,085,548.00	51	\$ 1,105,827.00	46	\$ 1,021,182.00	48	\$ 1,055,333.00	46	\$ 774,740.00
Residential Multiple Family & Apartment Units	0	\$ -	0	\$ -	2	\$ 1,237,795.00	3	\$ 3,694,734.00	0	\$ -	3	\$ 4,098,671.00
Residential Sub-Totals	243	\$ 7,321,318.00	552	\$ 8,051,946.00	462	\$10,445,893.00	310	\$ 9,827,348.00	316	\$ 5,217,799.00	391	\$ 13,498,742.00

2014 Year to date Construction Values:

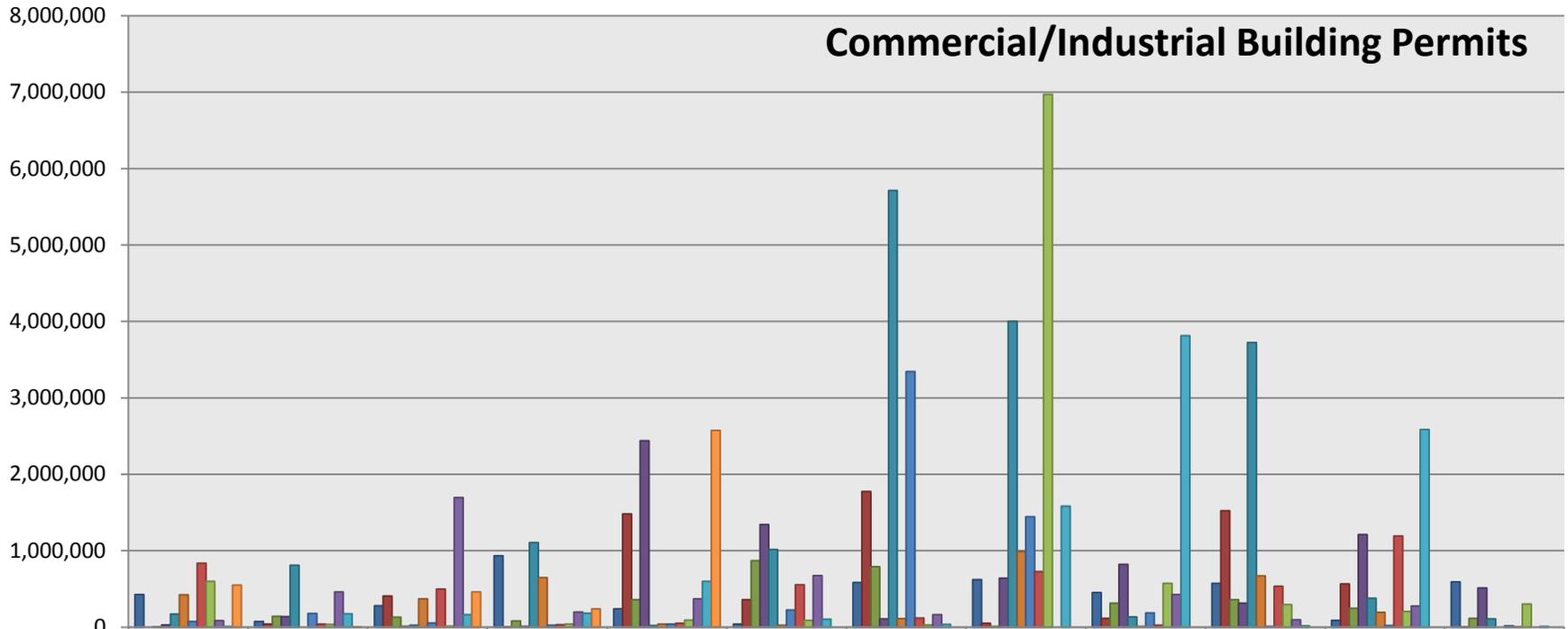
Commercial / Industrial:	\$ 3,825,690.00
Residential:	\$ 5,509,902.00
Total Single Family Homes:	23

Residential Building Permits



	January	February	March	April	May	June	July	August	September	October	November	December
■ 2003	1,303,222	1,907,265	2,634,726	7,202,298	4,506,568	5,890,225	6,577,503	5,449,464	5,455,775	4,772,708	2,040,811	1,856,139
■ 2004	2,057,874	1,061,075	7,018,665	2,409	3,332,125	4,230,009	2,171,175	2,269,297	4,189,316	1,838,373	2,261,219	958,547
■ 2005	7,272,620	2,580,999	1,080,570	2,848,833	4,100,194	1,438,787	5,569,135	5,666,330	2,785,505	2,223,344	4,305,671	3,448,286
■ 2006	653,107	4,544,462	2,200,224	5,876,530	3,533,055	2,016,011	1,231,992	852,573	1,387,170	1,230,662	745,550	881,456
■ 2007	366,901	807,589	2,542,647	1,865,777	870,683	755,569	571,666	1,504,157	1,209,407	1,651,929	251,475	274,952
■ 2008	84,176	576,220	127,628	579,796	1,872,379	368,071	279,260	896,898	873,804	652,707	73,000	0
■ 2009	401,319	425,655	252,651	130,696	589,254	319,608	1,028,683	1,240,799	674,200	1,194,808	611,112	1,094,312
■ 2010	484,464	571,973	2,339,559	633,374	323,160	755,450	656,705	777,918	768,831	750,411	513,137	509,014
■ 2011	241,340	269,142	698,082	931,543	1,110,943	915,267	547,390	748,734	238,720	374,395	148,666	107,068
■ 2012	236,170	162,820	379,179	566,030	604,628	388,176	1,084,941	477,119	991,532	149,082	134,136	22,202
■ 2013	111,336	882,567	574,514	707,082	1,062,191	823,864	1,398,170	741,954	249,737	851,190	927,031	1,076,756
■ 2014	619,352	1,245,681	1,375,802	527,079	1,741,988							

Commercial/Industrial Building Permits



	January	February	March	April	May	June	July	August	September	October	November	December
2003	425,040	72,962	279,550	935,214	240,500	40,350	584,439	621,851	454,370	574,016	89,400	590,100
2004	0	40,000	409,002	4,000	1,480,444	359,950	1,773,063	52,425	115,160	1,522,191	566,020	1,000
2005	7,760	140,049	129,496	81,459	358,820	871,298	791,555	8,000	312,938	358,465	247,127	114,525
2006	27,000	138,900	9,000	9,540	2,438,077	1,341,443	106,100	641,986	821,772	313,363	1,209,475	513,940
2007	172,221	808,786	25,206	1,105,534	20,293	1,016,148	5,714,648	4,000,820	134,031	3,722,518	376,371	108,000
2008	421,042	0	370,000	647,000	41,000	25,000	110,000	990,923	9,500	670,442	195,000	0
2009	72,000	178,233	54,600	25,000	41,440	222,525	3,343,047	1,443,417	187,500	8,000	22,000	19,005
2010	834,198	40,992	496,441	32,997	50,000	553,319	117,975	727,220	25,000	536,616	1,192,795	7,740
2011	600,000	35,500	13,000	38,000	92,575	88,000	29,000	6,970,497	571,242	294,317	204,730	301,000
2012	84,908	460,875	1,695,784	195,935	370,500	674,345	165,000	0	427,768	96,584	275,202	0
2013	10,600	173,820	162,018	181,312	600,540	104,400	34,275	1,584,432	3,812,956	18,000	2,584,239	10,000
2014	550,782	225	459,420	240,024	2,575,239							

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 17, 2014**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, June 17, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:31 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: Trustees Megan Ketchum, DiAnne Warfield

COMMENTS FROM THE PUBLIC – Randy Maiville, Ingham County Commissioner, updated the Board on the status of the proposed Ingham County Trail millage.

SET/ADJUST THE AGENDA

Hope moved to add Late Agenda Item No. 6 – Resolution No. 2014-008 – Road Improvement and Special Assessment District – Lamoreaux No. 3 and Woodland Estates Subdivisions.

A Voice Poll was recorded as follows: All Ayes
Absent: Ketchum, Warfield

MOTION CARRIED

Hope moved to add Late Agenda Item No. 7 – Resolution No. 2014-009 – Set Public Hearing – Road Improvement Special Assessment District – Lamoreaux No. 3 and Woodland Estates Subdivisions.

A Voice Poll was recorded as follows: All Ayes
Absent: Ketchum, Warfield

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of June 3, 2014
- B. Approval of Minutes – Regular Meeting of June 3, 2014
- C. Approval of Minutes – Goals and Objectives Meeting of June 4, 2014
- D. Approval of Claims – June 10, 2014 (ATTACHMENT I)
- E. Approval of Payroll – June 5, 2014 (ATTACHMENT II)

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 17, 2014**

- F. Appointment of the Delhi Charter Township Election Commission – Trustee Megan Ketchum (ATTACHMENT III)

Harmon moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Sweet, Davis, Harmon

Absent: Ketchum, Warfield

MOTION CARRIED

NEW BUSINESS

FY 2014 LANSING ECONOMIC AREA PARTNERSHIP (LEAP), INC. DUES

The Board reviewed a memorandum dated June 4, 2014 from Twp. Mgr. Elsinga (ATTACHMENT IV).

Hayhoe moved to approve Delhi Charter Township's participation in the Lansing Economic Area Partnership, Inc. (LEAP) at a cost of \$15,000 for fiscal year 2014.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Sweet, Davis, Harmon, Hayhoe

Absent: Ketchum, Warfield

MOTION CARRIED

DELHI CHARTER TOWNSHIP SUPPORT EMERGENCY OPERATIONS PLAN

The Board reviewed memorandums dated June 9, 2014 from Twp. Mgr. Elsinga and June 6, 2014 from Brian Ball, Fire Chief (ATTACHMENT V).

Harmon moved to adopt the Delhi Charter Township Emergency Operations Plan dated June 2014.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Davis, Harmon, Hayhoe, Hope

Absent: Ketchum, Warfield

MOTION CARRIED

DELHI CHARTER TOWNSHIP EMERGENCY MANAGEMENT RESOLUTION AGREEMENT

The Board reviewed a memorandum dated June 9, 2014 from Twp. Mgr. Elsinga (ATTACHMENT VI).

Sweet moved to adopt the Emergency Management Resolution agreement and appoint the Delhi Township Fire Chief as liaison to the Ingham County Emergency Management Coordinator in the event of a disaster and to appoint the Assistant Fire Chief and Township Manager as backup liaison.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 17, 2014**

A Roll Call Vote was recorded as follows:
Ayes: Sweet, Davis, Harmon, Hayhoe, Hope
Absent: Ketchum, Warfield

MOTION CARRIED

EQUIPMENT USE AGREEMENT BETWEEN DELHI CHARTER TOWNSHIP, EDWARD W. SPARROW HOSPITAL ASSOCIATION AND McLAREN GREATER LANSING

The Board reviewed memorandums dated June 4, 2014 from Twp. Mgr. Elsinga and June 2, 2014 from Brian Ball, Fire Chief (ATTACHMENT VII).

Hayhoe moved to approve the Equipment Use Agreement between Delhi Charter Township, Edward W. Sparrow Hospital Association and McLaren Greater Lansing and authorize the Township Manager to execute the same.

A Roll Call Vote was recorded as follows:
Ayes: Davis, Harmon, Hayhoe, Hope, Sweet
Absent: Ketchum, Warfield

MOTION CARRIED

LATE AGENDA ITEMS

RESOLUTION NO. 2014-008 – ROAD IMPROVEMENT AND SPECIAL ASSESSMENT DISTRICT – LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS

The Board reviewed a memorandum dated June 17, 2014 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

Hope moved to adopt Resolution No. 2014-008, which is the first of five resolutions to initiate a special assessment district to defray the cost of construction for road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions.

Twp. Mgr. Elsinga spoke of the meeting staff and Bill Conklin, Manager of the Ingham County Department of Roads, held with the residents of these neighborhoods and their desire to have their roads repaved. Petitions of greater than 50% of the property owners and front footage were received on June 16, 2014 and therefore the Board needs to begin the special assessment district process to ensure completion yet this year.

A Roll Call Vote was recorded as follows:
Ayes: Harmon, Hayhoe, Hope, Sweet, Davis
Absent: Ketchum, Warfield

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 17, 2014**

RESOLUTION NO. 2014-009 – SET PUBLIC HEARING – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS

The Board reviewed a memorandum dated June 17, 2014 from Twp. Mgr. Elsinga (ATTACHMENT IX).

Sweet moved to adopt Resolution No. 2014-009 which is the second of five resolutions in which plans and estimates for the construction of road improvements for the proposed Lamoreaux No. 3 and Woodland Estates Subdivisions Special Assessment District be filed with the Township Clerk, and sets a public hearing for July 1, 2014 at 7:45 p.m. to determine its need and necessity.

A Roll Call Vote was recorded as follows:
Ayes: Hayhoe, Hope, Sweet, Davis, Harmon
Absent: Ketchum, Warfield
MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Davis reported on the Regional Council/Forum kickoff meeting hosted by the Lansing Regional Chamber that he attended. Leaders from Clinton, Eaton & Ingham Counties attended to discuss the development of regional priorities.

CLERK

Clerk Hope reported on the newly installed shade sail system for the amphitheatre in Veterans Memorial Gardens.

Clerk Hope reported on the fill dirt that is being added to Maple Ridge Cemetery. The dirt is coming from the Green No. 4 drain project and will be used to develop the next phase of the cemetery.

Clerk Hope reported on the proposed Ingham County Trail millage. The proposed millage, coming from the Ingham County Parks Commission, was focused mainly on county parks; however, is now more focused on the non-motorized trail systems located within the county. Clerk Hope pointed out that Delhi Township's trails are new and not in need of repairs at this time, but added if Lansing's trails cannot be accessed from Delhi's trails due to needed upkeep, what good are Delhi's trails.

TRUSTEES

TRUSTEE HARMON

Trustee Harmon stated that he attended a meeting with Michigan State University regarding boosting higher education. During that meeting, Trustee Harmon stated that he spoke with Monique Field, Spartan Advocate, regarding what MSU could do for local government. Ms.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 17, 2014**

Fields stated that she would like to meet with the Board during a Committee of the Whole meeting to share with them what MSU can do for the Township.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga informed the Board that he is working on an extension to the School Resource Officer position that expires July 31, 2014. An amendment to the contract will extend this position to the end of the year when it will then be rolled into the main Ingham County Sheriff's contract for a new four or five year term.

LIMITED PUBLIC COMMENTS – Mike Hamilton, 4541 Hamilton St., commented on the completion of the Sycamore Street road project and the lack of mowing in the Cedar Street medians.

ADJOURNMENT

Meeting adjourned at 8:07 p.m.

Date: July 1, 2014

Evan Hope, Township Clerk

Date: July 1, 2014

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

June 10, 2014

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated June 10, 2014 numbered 87138 thru 87211 & ACH 3025 thru 3054. Every invoice has a payment authorizing signature(s).

Dated: June 10, 2014

 Lora Behnke, Accounting Clerk
II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated June 10, 2014 show payments made from the following funds:

General Fund	\$	163,671.91
Fire Fund		6,368.82
Police Fund		6,666.50
Fire Equip. & Apparatus Fund		66,792.36
Brownfield Redevelopment Fund		39.00
Downtown Development Fund		27,143.45
Sewer Fund		114,299.55
Local Site Remediation Fund		39.00
Trust & Agency Fund		1,838.82
Current Tax Fund		55,792.18
Falk Cemetery Fund		59.95
Grand Total	\$	<u>442,711.54</u>

Includes the following to be reimbursed from separate bank accounts:

Current Tax Fund	\$	55,792.18
Farmer's Market Account	\$	3,257.00

Dated: June 10, 2014

 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. (\$22,965.00 Barnhart & Son for Brush Pick-up, 4/1/14, \$22,304.59 Gawne Trucking for Sludge Haul & Land Application, 2/21/12 ** \$64,775.00 to Halt Fire, Inc for Accident Repair on Fire Truck #21, \$14,000.00 to Vertalka & Vertalka for Appraisals on 7 properties for Non-Motorized Trail **)

Dated: June 10, 2014

 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 June 17, 2014 a motion was made by _____ and passed by ___yes votes and ___no votes (____absent) that the list of claims dated June 10, 2014, was reviewed, audited and approved

 Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 06/10/2014 - 06/10/2014

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	CUR REAL & PERS PROP TAX	2,787.97
INGHAM COUNTY TREASURER	PROPERTY TAX ADMIN FEE	424.02
	Total For Dept 000.00	3,211.99
Dept 171.00 MANAGER		
ADP SCREENING & SELECTION S	SUBSCRIPTION/BACKGROUND CHECKS	28.81
BANK OF AMERICA	HRMAMM DUES/THIELEN	45.00
ICMA	2014 ICMA MEMBERSHIP/ELSINGA	829.42
BANK OF AMERICA	PARKING/ELSINGA	8.00
BANK OF AMERICA	LUNCH/RICHARD & ELSINGA	19.35
BANK OF AMERICA	LUNCH/C2AE/DIORKA/ELSINGA	66.33
BANK OF AMERICA	HRMAMM PROGRAM REG/THIELEN	25.00
BANK OF AMERICA	MPELRA PROGRAM REG/THIELEN	45.00
	Total For Dept 171.00 MANAGER	1,066.91
Dept 191.00 ACCOUNTING		
MANER COSTERISAN	AUDIT FEES 12/31/13	1,248.00
ABRAHAM & GAFFNEY, P.C.	ACCOUNTING SERVICES MAY	2,236.25
	Total For Dept 191.00 ACCOUNTING	3,484.25
Dept 215.00 CLERK		
GANNETT MICHIGAN NEWSPAPEF	PUBLISHING LEGALS MAY	784.52
	Total For Dept 215.00 CLERK	784.52
Dept 228.00 INFORMATION TECHNOLOGY		
BANK OF AMERICA	IPAD CAR CHARGER	7.99
BANK OF AMERICA	IPAD CABLE FOR CAR CHARGER	14.98
DELHI CHARTER TOWNSHIP-I.T.	MICROSOFT WINDOWS 7	95.20
DELHI CHARTER TOWNSHIP-I.T.	HP TONER CARTRIDGE	29.99
DELHI CHARTER TOWNSHIP-I.T.	CAR CHARGER FOR NOTEBOOK/LARNER	58.37
DELHI CHARTER TOWNSHIP-I.T.	19" FLATSCREEN MONITOR	69.99
INTERSTATE ALL BATTERY CENT	2 UPS BATTERIES	57.97
ACD.NET, INC.	DSL 6/1-7/1/14	199.95
DELHI CHARTER TOWNSHIP-I.T.	DELL NOTEBOOK/MALONE	979.99
SUPERIOR INFORMATION	GIS SOFTWARE ADD-ON	500.00
BANK OF AMERICA	STATE PLANE WORKSHOP/ALBERT	269.00
BANK OF AMERICA	PASER ROAD RATING COURSE/ALBERT	10.00
	Total For Dept 228.00 INFORMATION TECHNOLOGY	2,293.43

Dept 253.00 TREASURERS		
ICS MARKETING SERVICES	2014 SUMMER TAX BILL POSTAGE	4,125.00
D & K INVESTIGATIVE SERVICES	SERVICE OF COURT PAPERS	37.44
	Total For Dept 253.00 TREASURERS	4,162.44
Dept 257.00 ASSESSING		
BANK OF AMERICA	250 BUSINESS CARDS/HUDSON	46.50
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	4,589.90
	Total For Dept 257.00 ASSESSING	4,636.40
Dept 262.00 ELECTIONS		
ELECTION SOURCE	100 SEALS & SHIPPING	42.74
ELECTION SOURCE	OPTECH SERVICE 9/1/14-8-31/15	2,880.00
	Total For Dept 262.00 ELECTIONS	2,922.74
Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE BUILDING & GROUNDS	221.80
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	812.50
BANK OF AMERICA	ATT LED SIGN 5/16-6/15/2014	59.12
METRONET LONG DISTANCE	LONG DISTANCE MAY	38.79
TDS METROCOM	MAY LOCAL SERVICE & LATE CHARGE	1,891.84
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	5,290.04
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS	67.29
CONSUMERS ENERGY	ELECTRIC 5054 HOLT	7.38
CONSUMERS ENERGY	GAS-2074 AURELIUS	691.13
HUBBELL, ROTH & CLARK, INC	CSC EMERGENCY GENERATOR	787.74
	Total For Dept 265.00 BUILDING & GROUNDS	9,867.63
Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE CEMETERY	86.11
HUBBELL, ROTH & CLARK, INC	CEMETERY GRADING PLANS & SPECS	2,141.91
PURE GREEN LAWN & TREE	LAWN/TREE FERT MAPLE RIDGE	1,039.00
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	36.96
BANK OF AMERICA	AMERICAN CEMETERY SUBSCRIPTION	85.00
	Total For Dept 276.00 CEMETERY	3,388.98
Dept 281.00 STORMWATER		
LANSING ICE & FUEL CO	GASOLINE STORMWATER	75.67
HUBBELL, ROTH & CLARK, INC	NPDES STORMWATER ASSISTANCE	1,760.16
GRANGER	STREET SPOILS DISPOSAL	630.00
	Total For Dept 281.00 STORMWATER	2,465.83
Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS 5/1-31/2014	7,270.35
CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	21,096.97
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	74.95
HUBBELL, ROTH & CLARK, INC	RAMS TRAIL PROJECT - PLANS & SPEC	8,407.32
VERTALKA & VERTALKA, INC.	APPRAISAL SERVICES FOR RAM TRAIL	14,000.00
WIELAND - DAVCO CORPOR	GLAR SIDEWALK CONSTRUCTION LIEN	25,957.80
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	1,017.00
	Total For Dept 446.00 INFRASTRUCTURE	77,824.39

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
BANK OF AMERICA	AA BATTERIES	13.97
BANK OF AMERICA	AAA BATTERIES	10.97
LANSING ICE & FUEL CO	GASOLINE COMMUNITY DEVELOPMENT	163.36
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	1,085.00
ASSOCIATED GOVERNMENT	AGS PAYROLL 4/16-5/15/14	2,348.00
METRONET LONG DISTANCE	LONG DISTANCE MAY	11.90
VERIZON WIRELESS	CELLULAR MAY	7.58
TDS METROCOM	MAY LOCAL SERVICE & LATE CHARGE	55.82
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS MAY	138.86
FRANKIE D'S AUTO & TRUCK	GM SIFT CABLE & LABAOR/#56	299.00
SCHAFFER'S INC.	MOWING 2298 CEDAR	34.50
SCHAFFER'S INC.	MOWING 6913 AURELIUS	69.00
SCHAFFER'S INC.	MOWING 4434 WILLOUGHBY	34.50
SCHAFFER'S INC.	MOWING 6303 BISHOP	86.25
SCHAFFER'S INC.	MOWING 1596 BERKLEY	51.75
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		4,410.46

Dept 752.00 PARKS ADMINISTRATION		
DELHI CHARTER TOWNSHIP-I.T.	DELL VOSTRO 220 W/WINDOWS 7/SR CTE	162.88
METRONET LONG DISTANCE	LONG DISTANCE MAY	0.48
VERIZON WIRELESS	CELLULAR MAY	0.83
TDS METROCOM	SENIOR CENTER TELEPHONES	294.75
TDS METROCOM	MAY LOCAL SERVICE & LATE CHARGE	98.34
Total For Dept 752.00 PARKS ADMINISTRATION		557.28

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE PARKS	1,605.10
LANSING SANITARY SUPPLY	TOILET TISSUE/DISINFECT/TOWELS/BOWL	519.46
AMERICAN RENTAL	PORTABLE TOILET	70.00
AMERICAN RENTAL	PORTABLE TOILETS	705.00
MODEL COVERALL SERVICE	UNIFORMPANTS	73.87
MODEL COVERALL SERVICE	UNIFORM PANTS	50.87
MODEL COVERALL SERVICE	UNIFORM PANTS	72.81
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	94.18
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	23.61
CONSUMERS ENERGY	ELECTRIC 4080 KELLER	108.62
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	202.41
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	1,217.19
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	926.67
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	74.93
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	34.36
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	81.47
CONSUMERS ENERGY	GAS 2108 CEDAR	32.43
ACE HARDWARE	PAINT THINNER	10.99
ACE HARDWARE	SPRAY PAINT	3.99
JOHN DEERE LANDSCAPES	(2) PROSECUTOR PRO 2.5 GAL.	141.76
MARK'S LOCK SHOP, INC	1 PADLOCK/1 CYLINDER/VMG	59.00
MENARDS LANSING SOUTH	15A 125V MAXGRIP PLUG/ALUM ANG	11.11
MENARDS LANSING SOUTH	SWIVEL/AA BATTERIES	17.48
MENARDS LANSING SOUTH	(1) ULTRA LAWN STARTER #20	19.99
MENARDS LANSING SOUTH	PAINAT	50.37
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
SHERWIN WILLIAMS	PAINT & MASKING TAPE	233.24
WESCO DISTRIBUTION, INC	10 LIGHTS/VMG RESTROOMS	60.09
B & D ELECTRIC, INC.	PARTS & LABOR/BATHROOM LIGHTS	187.00

B & D ELECTRIC, INC.	ELECTRICAL MATERIALS & LABOR/VMG	403.75
BANK OF AMERICA	9 FLAGS & SHIPPING FOR VMG	289.50
BANK OF AMERICA	2 FLAGS & SHIPPING FOR VMG	108.00
BANK OF AMERICA	REPLACEMENT ROCK WALL CLIMBER	496.38
MENARDS LANSING SOUTH	8 GERANIUMS/6 ANNUALS	28.26
MENARDS LANSING SOUTH	(2) 3# PERENNIAL RYE	26.96
BRADY LAWN EQUIPMENT	BELT/SCAG	137.28
D & G EQUIPMENT INC	2 BOLTS	9.28
SPARTAN DISTRIBUTORS	LINK ASM/NUTS/WASHERS/CAPS/STUD	510.96
FRANKIE D'S AUTO & TRUCK	2 COLUMN BUSHINGS/SHIFSTER CABLE/	312.00
ADP SCREENING & SELECTION SE	SUBSCRIPTION/BACKGROUND CHECKS	192.36
	Total For Dept 771.00 PARKS	9,462.73

Dept 774.00 RECREATION		
AMERICAN RENTAL	20X30 TENT	1,926.00
JOHNNY MAC'S	INCREDIBALLS	175.80
BANK OF AMERICA	MRPA PUNT,PASS & KICK REGISTRATION	40.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
POP-ITY POPCORN CO. LLC	RASPBERRY SYRUP	30.00
POP-ITY POPCORN CO. LLC	STRAWBERRY SYRUP	30.00
POP-ITY POPCORN CO. LLC	1 OZ PUMPS	11.00
POP-ITY POPCORN CO. LLC	CASES POPCORN	48.00
POP-ITY POPCORN CO. LLC	POPCORN BAGS	12.00
POP-ITY POPCORN CO. LLC	SNO CONE CUPS	34.00
	Total For Dept 774.00 RECREATION	2,406.80

Dept 850.00 OTHER FUNCTIONS		
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	822.50
ENCOMPASS/EAP	3RD QUARTER EAP	248.00
BARNHART & SON, INC.	TOWNSHIP BRUSH REMOVAL	15,225.00
BARNHART & SON, INC.	TOWNSHIP BRUSH REMOVAL	7,740.00
RICOH USA, INC.	COPY MAINTENANCE	105.53
BANK OF AMERICA	GIS WEB HOSTING 5/10-6/9/2014	1.00
BANK OF AMERICA	MUSIC SERVICE/CSC	24.95
BANK OF AMERICA	WUFOO SUBSCRIPTION 5/26-6/26/2014	9.00
INGHAM COUNTY TREASURER	TAX ADJUSTMENTS TO COUNTY/TWP	46.09
INGHAM COUNTY TREASURER	TAX ADJUSTMENTS TO COUNTY/TWP	6,503.06
	Total For Dept 850.00 OTHER FUNCTIONS	30,725.13

Total For Fund 101 GENERAL FUND 163,671.91

Fund 206 FIRE FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	CUR REAL & PERS PROP TAX	970.44
	Total For Dept 000.00	970.44

Dept 336.00 FIRE DEPARTMENT		
LANSING ICE & FUEL CO	GASOLINE FIRE	903.62
NYE UNIFORM COMPANY	2 CARGO PANTS & FREIGHT/YOUNG	124.85
LIFEGAS LLC	CYLINDER RENTAL	213.62
VIDACARE CORPORATION	MEDICAL SUPPLIES	624.11
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	264.60
BANK OF AMERICA	DROLETT EMS LICENSE RENEWAL	25.00
MANER COSTERISAN	AUDIT FEES 12/31/13	273.00
ENCOMPASS/EAP	3RD QUARTER EAP	294.50
METRONET LONG DISTANCE	LONG DISTANCE MAY	4.39
VERIZON WIRELESS	CELLULAR MAY	169.10
TDS METROCOM	MAY LOCAL SERVICE & LATE CHARGE	41.41
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	58.99
CONSUMERS ENERGY	GAS 6139 BISHOP	53.05
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	407.11
BANK OF AMERICA	LUNCH/ATTORNEY & THIELEN	41.12
BANK OF AMERICA	BREAKFAST/BALL	12.58
BANK OF AMERICA	PLATES & JUICE	6.27
INGHAM COUNTY TREASURER	MISCELLANEOUS	1,681.06
BANK OF AMERICA	FIREHOUSE CLASS REGISTRATION	200.00
	Total For Dept 336.00 FIRE DEPARTMENT	<u>5,398.38</u>

Total For Fund 206 FIRE FUND 6,368.82

Fund 207 POLICE FUND

Dept 000.00

INGHAM COUNTY TREASURER	CUR REAL & PERS PROP TAX	970.44
	Total For Dept 000.00	<u>970.44</u>

Dept 301.00 POLICE

THRUN LAW FIRM, P.C.	LEGAL FEES MAY	4,015.00
INGHAM COUNTY TREASURER	MISCELLANEOUS	1,681.06
	Total For Dept 301.00 POLICE	<u>5,696.06</u>

Total For Fund 207 POLICE FUND 6,666.50

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 000.00

INGHAM COUNTY TREASURER	CUR REAL & PERS PROP TAX	323.48
	Total For Dept 000.00	<u>323.48</u>

Dept 339.00 EQUIPMENT & APPARATUS

BANK OF AMERICA	UPS SHIPPING	35.25
BANK OF AMERICA	UPS SHIPPING	36.30
BANK OF AMERICA	UPS SHIPPING	7.20
BANK OF AMERICA	UPS SHIPPING	88.78
FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	266.00
BANK OF AMERICA	AA BATTERIES/SCBA	26.05
FIRST DUE FIRE SUPPLY CO.	REPAIR LITEBOX SWITCH	107.19
HALT FIRE, INC.	RESCUE TRUCK REPAIR/#21	64,775.00
THE PARTS PLACE	2 DIESEL EXHAUST FLUID	21.98
BANK OF AMERICA	BREAKFAST/GRANT & BENNETT	22.41
BANK OF AMERICA	LUNCH/BRIAN WISCONSIN TRUCK PICKUP	21.07
BANK OF AMERICA	GASOLINE/WISCONSIN TRUCK PICKUP	32.25
BANK OF AMERICA	GASOLINE/WISCONSIN TRUCK PICKUP	69.00
BANK OF AMERICA	DINNER/WISCONSIN TRUCK PICKUP	50.95

BANK OF AMERICA	GASOLINE/WISCONSIN TRUCK PICKUP	162.51
BANK OF AMERICA	LUNCH/WISCONSIN TRUCK PICKUP	6.76
BANK OF AMERICA	LODGING/GRANT WISCONSIN TRUCK	89.91
BANK OF AMERICA	LODGING/BENNETT WISCONSIN TRUCK	89.91
INGHAM COUNTY TREASURER	MISCELLANEOUS	560.36
Total For Dept 339.00 EQUIPMENT & APPARATUS		<u>66,468.88</u>

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 66,792.36

Fund 243 BROWNFIELD REDEVELOPMENT AUTH		
Dept 733.00 BROWNFIELD ADMINISTRATION		
MANER COSTERISAN	AUDIT FEES 12/31/13	39.00
Total For Dept 733.00 BROWNFIELD ADMINISTRATION		<u>39.00</u>

Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTH 39.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		
Dept 000.00		
ANNIKA DALTON	VENDOR PAYMENT MAY	113.00
TODD DELO	VENDOR PAYMENT MAY	86.00
KOLACHE KITCHEN	VENDOR PAYMENT MAY	174.00
ANNA PRYOR	VENDOR PAYMENT MAY	40.00
SANDRA SIEMON	VENDOR PAYMENT MAY	69.00
LINETTE SILVERNAIL	VENDOR PAYMENT MAY	36.00
WILLOW BLOSSOM FARMS	VENDOR PAYMENT MAY	263.00
ANN BOBEK	VENDOR PAYMENT MAY	16.00
DENISE A. BRZOZOWSKI	VENDOR PAYMENT MAY	24.00
KEVIN E. COSGROVE	VENDOR PAYMENT MAY	32.00
OFILIA DIAZ	VENDOR PAYMENT MAY	326.00
TIMOTHY JON FALSETTA	VENDOR PAYMENT MAY	280.00
DENNIS C. GREENMAN	VENDOR PAYMENT MAY	518.00
DAVID HOLDWICK	VENDOR PAYMENT MAY	295.00
KAY JOHNSON	VENDOR PAYMENT MAY	30.00
GWENDOLYN V. KATO	VENDOR PAYMENT MAY	131.00
FRED LONG	VENDOR PAYMENT MAY	136.00
CAROLYN K. NEVINS	VENDOR PAYMENT MAY	26.00
OTTO'S POULTRY, INC	VENDOR PAYMENT MAY	523.00
LUANNE PEEPER	VENDOR PAYMENT MAY	15.00
JENNIFER ROTIER	VENDOR PAYMENT MAY	24.00
MAI KOU VANG	VENDOR PAYMENT MAY	100.00
Total For Dept 000.00		<u>3,257.00</u>

Dept 728.00 DDA ADMINISTRATION		
BANK OF AMERICA	CALENDAR/HAAS	12.99
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	26.99
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	504.90

MANER COSTERISAN	AUDIT FEES 12/31/13	429.00
ENCOMPASS/EAP	3RD QUARTER EAP	15.50
C. HOWARD HAAS	MAY CELL PHONE REIMBURSE/HAAS	75.00
METRONET LONG DISTANCE	LONG DISTANCE MAY	2.05
TDS METROCOM	MAY LOCAL SERVICE & LATE CHARGE	126.48
BANK OF AMERICA	LUNCH ELSINGA/MILLER/HAAS	54.71
BANK OF AMERICA	MEDA REGISTRATION/HAAS	95.00
	Total For Dept 728.00 DDA ADMINISTRATION	1,342.62

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	APRIL OUR TOWN VIDEO (PRO CYCLE)	650.00
BLOHM CREATIVE PARTNERS	TRAIL HEAD MARKETING WEBSITE	4,108.65
BLOHM CREATIVE PARTNERS	TRAIL HEAD MARKETING WEBSITE	4,108.66
BLOHM CREATIVE PARTNERS	11,000 OUR TOWN POSTCARD (FIRST)	5,855.20
B & D ELECTRIC, INC.	INSTALL 90 AM FEED AND SUB PANEL	2,299.00
JUDITH A TUTTLE	FLOWERS & PLANTS	91.80
BLOHM CREATIVE PARTNERS	TRAIL PROGRESS WEB UPDATE	650.00
BLOHM CREATIVE PARTNERS	APRIL WEB MAINTENANCE & HOSTING	432.50
ENVIRONMENTAL SYSTEMS	ARCGIS FOR DESKTOP BASIC - GIS	1,350.00
	Total For Dept 729.00 DDA MARKETING & PROMOTION	19,545.81

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

BANK OF AMERICA	3 YDS TOPSOIL/BOBCAT PLOWING	39.00
LOWE'S CREDIT SERVICES	5 POSTS/1 LB 1-1/2 IN EXT.	39.47
	Total For Dept 731.00 DDA INFRASTRUCTURE PROJECTS	78.47

Dept 850.00 OTHER FUNCTIONS

QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	355.00
CONSUMERS ENERGY	ELECTRIC-2228 AURELIUS	131.16
CONSUMERS ENERGY	ELECTRIC 1465 CEDAR	54.07
CONSUMERS ENERGY	ELECTRIC-3970 HOLT	123.82
CONSUMERS ENERGY	ELECTRIC-4115 HOLT	234.14
CONSUMERS ENERGY	ELECTRIC-2116 CEDAR	291.08
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	125.97
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	1,035.78
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	88.00
CONSUMERS ENERGY	GAS-2150 CEDAR	125.51
CONSUMERS ENERGY	GAS-2045 CEDAR	84.25
CONSUMERS ENERGY	GAS 1465 CEDAR	30.77
PURE GREEN LAWN & TREE	FERT & WEED CONTROL LATE SPRING	90.00
	Total For Dept 850.00 OTHER FUNCTIONS	2,769.55

Dept 905.00 DEBT SERVICE

US BANK	PAYING AGENT FEES 4589_5 DDA BOND	150.00
	Total For Dept 905.00 DEBT SERVICE	150.00

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 27,143.45

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 548.00 ADMINISTRATION & OVERHEAD

THRUN LAW FIRM, P.C.	LEGAL FEES MAY	264.60
ICS MARKETING SERVICES	SEWER BILL POSTAGE JULY,AUG,SEPT	7,800.00
MANER COSTERISAN	AUDIT FEES 12/31/13	1,872.00
ENCOMPASS/EAP	3RD QUARTER EAP	162.75
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	10,099.35

Dept 558.00 DEPT OF PUBLIC SERVICE

LANSING ICE & FUEL CO	GASOLINE DPS	2,225.88
MODEL COVERALL SERVICE	STAFF UNIFORMS	152.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	180.82
MODEL COVERALL SERVICE	STAFF UNIFORMS	158.87
MODEL COVERALL SERVICE	STAFF UNIFORMS	85.95
MODEL COVERALL SERVICE	STAFF UNIFORMS	164.95
MODEL COVERALL SERVICE	STAFF UNIFORMS	180.03
BANK OF AMERICA	CORELDRAW GRAPHICS SOFTWARE	431.99
BANK OF AMERICA	IDEAPAD YOGA 2, 13.3" LOMAX TOPLOAD	1,264.98
DELHI CHARTER TOWNSHIP-I.T.	MICROSOFT WINDOWS 7/RANES	109.80
DELHI CHARTER TOWNSHIP-I.T.	2 STARTECH DISPLAY PORT TO DVI	42.59
BANK OF AMERICA	3 RUBBER GASKETS & FREIGHT	114.70
ACE HARDWARE	2 WATCH BATTERIES	9.98
ALEXANDER CHEMICAL CORP	CALCIUM NITRATE	10,644.00
ALEXANDER CHEMICAL CORP	ACETIC ACID	1,200.00
KEMIRA WATER SOLUTIONS	FERRIC CHLORIDE	5,213.19
HML, INC.	SLUDGE PATHOGEN REDUCTION	1,100.00
HUBBELL, ROTH & CLARK, INC	POTW LAB BLDG HVAC SYSTEM	164.13
HUBBELL, ROTH & CLARK, INC	POTW LAB BLDG HVAC SYSTEM	605.46
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMINISTRATION STUDY	3,947.16
HUBBELL, ROTH & CLARK, INC	SS DETAIL SHEET & CONSTRUCTION	124.26
HUBBELL, ROTH & CLARK, INC	NPDES POTW PERMIT ASSISTANCE	930.93
HUBBELL, ROTH & CLARK, INC	GENERAL PROFESSIONAL SERVICES	1,268.55
UNITED PARCEL SERVICE	SHIPPING CHARGES	29.07
GAWNE TRUCKING, INC.	LAND APPLIED BIOSOLIDS HAULED	22,304.59
GRANGER	DRYING BEDS DISPOSAL	630.00
METRONET LONG DISTANCE	LONG DISTANCE MAY	3.43
VERIZON WIRELESS	CELLULAR MAY	38.62
TDS METROCOM	MAY LOCAL SERVICE & LATE CHARGE	395.13
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	48.32
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	116.01
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	392.70
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	299.40
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	17,777.37
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	454.89
CONSUMERS ENERGY	ELECTRIC-1988 WAVERLY	585.76
CONSUMERS ENERGY	ELECTRIC-4000 N MICHIGAN#B	134.67
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	168.73
CONSUMERS ENERGY	ELECTRIC-4280 DELL	535.62
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	568.93
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	114.97
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	84.82
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,266.91
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	959.77
CONSUMERS ENERGY	GAS-5961 MC CUE #2	23.29
CONSUMERS ENERGY	GAS-5961 MC CUE #3	27.45
CONSUMERS ENERGY	GAS 5961 MC CUE #4	678.98
CONSUMERS ENERGY	GAS-1490 AURELIUS	364.04
CONSUMERS ENERGY	GAS-1492 AURELIUS	167.90
CONSUMERS ENERGY	GAS-3505 HOLT	14.98
CONSUMERS ENERGY	GAS-2481 DELHI COMM	19.45
CONSUMERS ENERGY	GAS-4280 DELL	44.06
CONSUMERS ENERGY	GAS 1494 AURELIUS	69.83
LANSING SANITARY SUPPLY	AUTO FLUSH & HANDLING	259.00
HANES GEO COMPONENTS	6 STORM DRAIN SILT BAGS/RECYCLE	570.00

HANES GEO COMPONENTS	SHIPPING	65.00
JOHN DEERE LANDSCAPES	(2) ROUNDUP QUIKPRO 6.8# JUGS	188.52
TASMANIAN TIRE CO.	REPAIR 2 FLAT TIRES/SCAG	20.00
WESCO DISTRIBUTION, INC	10 BULB END CONNECTORS	55.50
WESCO DISTRIBUTION, INC	30 FLOURESENT LIGHT BALLAST	141.20
ACE HARDWARE	BUSHINGS/ADAPTERS/ELBOW/4 MISC.	8.52
WOLVERINE POWER SYSTEMS	LABOR RADIATOR LEAK/DELL L.S.	380.50
BANK OF AMERICA	BUSHINGS/PLUGS/ROLLERS/FREIGHT	39.44
GRAINGER	GE ENCLOSED SAFETY SWITCH	191.42
JACK DOHENY SUPPLIES, INC	ROOT CUTTER NOZZLE, 20' HOSE,FITTING	1,391.93
JACK DOHENY SUPPLIES, INC	ROOT CUTTER NOZZLE, 20' HOSE,FITTING	202.63
JACK DOHENY SUPPLIES, INC	ROOT CUTTER NOZZLE, 20' HOSE,FITTING	1,675.00
ACE HARDWARE	48 MISC. MDSE.	17.76
ACE HARDWARE	3 NEEDLE DRAINS/1 SOLDERING TIP	21.46
MORBARK, INC.	CREDIT	(207.53)
MORBARK, INC.	BELT & FREIGHT/CHIPPER	195.68
VALLEY FARMS SUPPLY, INC	(1) 1/2 HP 10GPM PUMP END	135.10
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
SIEMENS INDUSTRY, INC.	REPLACED FLOW PROBE/LAB	933.16
MORBARK, INC.	PARTS & LABOR TO REPAIR CHIPPER	1,267.82
THE PARTS PLACE	1 SNOWPLOW LAMP/#27	143.36
THE PARTS PLACE	4 TURN SIGNAL FLASHERS/#27	11.88
THE PARTS PLACE	2 DIA MARKERS/GROMMET KIT/REPLACE	33.31
THE PARTS PLACE	SEALED MARKER LAMP/#27	5.59
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	141.46
BANK OF AMERICA	KETCHUP/MUSTARD/TABLE COVER/OPEN	61.95
BANK OF AMERICA	4 SNO KONE SYRUP/OPEN HOUSE	30.00
BANK OF AMERICA	WATER BALLOONS/AQUASAFE/FOOD	22.82
BANK OF AMERICA	2 SALT WATER TAFFY/MSU CHILDRENS	15.98
BANK OF AMERICA	COOL WHIP/CANDY/OPEN HOUSE	20.34
BANK OF AMERICA	17 CASES BOTTLED WATER/OPEN HOUSE	51.36
BANK OF AMERICA	REMOTE CONTROL VEHICLES/OPEN	49.98
BANK OF AMERICA	WATER BALLOONS/OPEN HOUSE	2.97
BANK OF AMERICA	BLUEGILLS & MINNOWS/FISH BAGGING	136.50
BANK OF AMERICA	WOOL PROCESSING	465.01
BANK OF AMERICA	PARKING/DIORKA	6.00
BANK OF AMERICA	PARKING/DIORKA	6.00
BANK OF AMERICA	PARKING/DIORKA	6.25
BANK OF AMERICA	PARKING/RANES	4.75
BANK OF AMERICA	LODGING/TRIGO	93.45
BANK OF AMERICA	MWEA CONFERENCE/ELSINGA	285.00
BIG SYSTEMS, LLC	HP Z6200 DESIGNJET PRINTER 42"	7,480.00
BIG SYSTEMS, LLC	VIPER RIPSERVER SOFWARE V11	1,195.00
BIG SYSTEMS, LLC	INSTALLATION, CALIBRATION, TRAINING	1,295.00
BIG SYSTEMS, LLC	FREIGHT	25.00
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	99,301.77
Dept 578.01 CAPITAL IMPROVEMENTS		
C2AE	SANITARY SEWER REHABILITATION	1,479.75
HUBBELL, ROTH & CLARK, INC	EIFERT RD FORCE MAIN ENGINEERING	3,418.68
	Total For Dept 578.01 CAPITAL IMPROVEMENTS	4,898.43
	Total For Fund 590 SEWAGE DISPOSAL SYSTEM	114,299.55

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND		
Dept 735.00 LOCAL SITE REMEDIATION		
MANER COSTERISAN	AUDIT FEES 12/31/13	39.00
	Total For Dept 735.00 LOCAL SITE REMEDIATION	39.00
Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND		39.00
Fund 701 TRUST & AGENCY FUND		
Dept 000.00		
UNCLAIMED PROPERTY DIV	UNCASHED PAYABLES CHECKS	1,588.82
JACOB ELLSWORTH	REFUND CASH BOND/TRANSIENT LICENSE	250.00
	Total For Dept 000.00	1,838.82
Total For Fund 701 TRUST & AGENCY FUND		1,838.82
Fund 703 CURRENT TAX ACCOUNT		
Dept 000.00		
STATE OF MICHIGAN	DELHI TWP 2013 PILOT	55,792.18
	Total For Dept 000.00	55,792.18
Total For Fund 703 CURRENT TAX ACCOUNT		55,792.18
Fund 765 FALK CEMETERY TRUST		
Dept 000.00		
BANK OF AMERICA	FLOWERS/FALK TRUST FUND	59.95
	Total For Dept 000.00	59.95
Total For Fund 765 FALK CEMETERY TRUST		59.95
Total For All Funds:		442,711.54

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated June 5, 2014**

ATTACHMENT II

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 106822 through 106848 & direct deposits numbers: DD18054 through DD18148. 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: June 5, 2014

Director of Accounting

II. Payroll Report

The June 5, 2014 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$81,601.59	\$22,632.46	\$58,969.13
Fire Dept. Fund	46,471.46	14,755.20	\$31,716.26
DDA	3,915.58	882.86	\$3,032.72
Sewer Fund/Receiving	40,170.55	11,625.50	\$28,545.05
Total Payroll	\$172,159.18	\$49,896.02	\$122,263.16
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,888.03	\$5,793.52	\$34,314.01
Fire Dept. Fund	3,496.63	3,045.48	21,297.31
DDA	132.48	80.83	1,096.17
Sewer Fund/Receiving	2,968.09	3,126.46	17,720.05
Total Payroll	\$12,485.23	\$12,046.29	\$74,427.54

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on June 5, 2014 and identified as follows:

06/05 Net Pay Disbursement in Common Savings (\$122,263.16)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on June 17, 2014, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated June 5, 2014 was reviewed, audited, and approved.

Attachment to Payroll Register
cc: Sweet(1)Vander Ploeg(1)

Evan Hope, Clerk

Evan Hope, CMC

Delhi Charter Township Clerk

MEMORANDUM

TO: Township Board of Trustees

FROM: Evan Hope, CMC, Township Clerk 

DTATE: June 9, 2014

RE: ELECTION COMMISSION APPOINTMENT

I am in need of a new member of the Township Election Commission because one of my members is no longer on the Township Board of Trustees. The Election Commission for a Charter Township must consist of the Township Clerk and two Township Trustees.

Township Trustee John Hayhoe is currently a member of the Election Commission and is willing to continue serving. Township Trustee Megan Ketchum has agreed to serve as a new member of the Election Commission and I recommend the Township Board approve this appointment.

If the Board concurs, I offer the following motion:

To appoint Trustee Megan Ketchum to the Delhi Charter Township Election Commission.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: C.J. Davis, Township Supervisor

DATE: June 4, 2014

RE: FY 2014 Lansing Economic Area Partnership, Inc. (LEAP) Dues

Enclosed for your review and approval are the FY 2014 dues for our membership with Lansing Economic Area Partnership, Inc. (LEAP) in the amount of \$15,000.

In 2011 the membership level for municipalities was reduced from \$35,000 per year to \$15,000 in order for municipalities to more cost effectively participate in the beneficial services provided by LEAP.

So far I've enjoyed being a member of LEAP at the Governor level as it provides Delhi Township an equal standing at the Board of Directors table with the other large municipalities along with leaders from the private and non-profit sectors in the Lansing region. The focus of LEAP is to provide a single door for the Lansing region to the old and new economy through regional collaboration which Delhi excels at. LEAP has been instrumental in helping bring businesses to Delhi Township with the most recent being XG Sciences and I believe the Township would be well served in continuing our membership with LEAP. These funds were budgeted for in the FY 2014 budget.

Recommended Motion:

To approve Delhi Charter Township's participation in the Lansing Economic Area Partnership, Inc. (LEAP) at a cost of \$15,000 for fiscal year 2014.



1000 S. Washington Ave., Ste 201
Lansing, MI 48910

Tel: (517) 702-3387 Fax: (517) 702-3390

Invoice

Date	Invoice #
1/1/2014	872

Customer
Delhi Township Attn: John Elsinga 2074 Aurelius Road Holt MI 48842

Description	Amount
Large Municipality Membership for 2014	15,000.00
Thank you for your support of the Greater Lansing Region	
Total	\$15,000.00
Payments/Credits	\$0.00
Balance Due	\$15,000.00



1000 South Washington Avenue, Suite 201 Lansing, MI 48910
(517) 702-3387 TEL (517) 702-3390 FAX
www.purelansing.com

January 2, 2014

Mr. John Elsinga, Township Manager
Delhi Charter Township
2074 Aurelius Road
Holt, MI 48842

Dear John:

John's Thank you for your leadership with Delhi & LEAP! (C.) - thank you for all of your participation, leadership & support. I am most appreciative. 2014 will be another Big year. - Together. Bob

Through your leadership efforts and resources, the LEAP you have helped create is working at a very high level of performance and so is our region from an economic development perspective. Your employees, their families, your neighbors, your customers, municipalities, local charities, the positive overall business climate of our region and, most importantly, your business specifically, we believe, have all been enhanced.

Your exclusive work and participation at the LEAP leadership table and the relentless work of your LEAP staff, is paying dividends to all.

Finally, you and we have done it. After decades, we have in place a highly respected regional economic development agency that is on par if not exceeding any other in the state and maybe the Midwest. As you heard directly from Governor Snyder at our Board meeting in December, that is what he and the MEDC believe.

And yet, we are just starting!

A few of the preliminary LEAP project and programmatic numbers and accomplishments for 2013, making it a comparably historic year for regional economic development:

- 2,100 direct private jobs (we haven't counted indirect or construction jobs)
- Nearly one half billion in private investment (\$439 million)
- Creation of a one-of-a-kind Regional Incubation Network to help entrepreneurs start their businesses
- Creation of the Youth Entrepreneurial Program, culminating this April with over 100 high school students showing off their new businesses at a trade show at the Lansing Center
- The placement of three more public art sculptures to help place making efforts

Mr. John Elsinga, Township Manager
January 2, 2014
Page 2

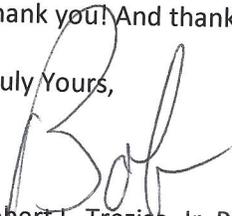
- Receiving almost \$300,000 in Business Accelerator Funds and 21st Century Funds for distribution to specific, local start up and young, high tech businesses
- A vital and growing work relationship with MSU's Spartan Innovations, designed to commercialize ideas and products from MSU into our region as viable businesses
- An aggressive manufacturing support program that includes retention and expansion as well as partner support of the new Capital Area Manufacturing Council
- \$15,000 in LEAP grants to local incubators including the MARC, the Food Hub and Incubake. The fashion Runway incubator will be up and going in February and a wet lab incubation space with MSU is soon to be announced, both to be run by LEAP under a contract for services.
- Important Agricultural/food development work is well under way
- Targeted international and national travel to showcase your sites, your businesses and our region (stay tuned for multiple announcements from these efforts)

This is the time, together, to seize upon our momentum. We and you are excited! Our Executive Committee and I thank you in advance for your continued financial support of LEAP in 2014. Without you, simply put, there is nowhere else to turn and we go back to our old, somewhat sleepy ways.

Enclosed, is an invoice and we are hoping we can have your commitment received by January 31, 2014.

Thank you! And thank you to all our vital local partners for helping make LEAP and our region succeed.

Truly Yours,



Robert L. Trezise, Jr. President and CEO
Lansing Economic Area Partnership (LEAP)

RLT/trp

12/23/13

Enclosure

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: June 9, 2014

RE: Delhi Charter Township Support Emergency Operations Plan

Enclosed for your review and approval is a Support Emergency Operations Plan for Delhi Charter Township.

This Plan was first adopted by the Township Board in November 2008 to satisfy the requirements of the Michigan Emergency Management Act (P.A. 390, as amended). As technology, staff and mutual collaboration efforts have changed over the years we thought it was time to update the Plan. This Plan provides an action plan for Delhi Township to respond to various types of emergencies or disasters that affect our community. It will also be used in conjunction with the Ingham County Emergency Operations Plan/Emergency Action Guidelines.

Subsequent to approval of the Plan, the Township Board will be asked to approve an Emergency Management Resolution Agreement. This "Resolution" Agreement is standard amongst Ingham County municipalities and appoints the Ingham County Emergency Manager as Delhi Township's Emergency Manager in cases of disaster.

Therefore, I recommend the Board approve the Delhi Charter Township Support Emergency Operations Plan.

Recommended Motion:

To adopt the Delhi Charter Township Emergency Operations Plan dated June 2014.

Delhi Township Fire Department

Memo

To: John Elsinga, Township Manager

From: Brian Ball, Interim Chief

Date: June 6, 2014

Re: Revised Emergency Operations Plan

As we move into the latter part of 2014 the need to update and revise the Emergency Operations Plan for Delhi was seen and completed. This is to fall in line with the current Federal, State and Local requirements. This revised plan will better fit the township and its response to a disaster should that happen in the township.

The Ingham County Emergency Operations Manager, Sgt. Jeff Weis will soon require a revised plan and this will serve as that plan. The document needs to be revised any time there is a change in administration or every four years of which both have happened. This plan, when adopted, will be in support of the Ingham County Emergency Operations Plan.

I have made the necessary revisions to this plan of which will come into play anytime there is an emergency in the township where the local emergency operations center needs to be activated. The revised plan requires the formal adoption of the Township Board and signatures of the Township Supervisor, Manager and Fire Chief at which time then forwarded to Sgt. Jeff Weis for inclusion into the Ingham County Emergency Operations Plan.

I will be present at the June 17th board meeting to answer any questions that may arise. Thank you for your support of this important document.

DELHI CHARTER TOWNSHIP
Support Emergency Operations Plan

A support Plan to the Ingham County Emergency Operations Plan

June 2014



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SIGNATURE PAGE

Date:

To all Recipients:

Transmitted herewith is the Support Emergency Operations Plan for Delhi Charter Township in support to the Ingham County Emergency Operations Plan. The plan provides a framework for the Delhi Charter Township to use in performing emergency functions before, during, and after a natural disaster, technological incident or a hostile attack.

This revised plan was adopted by the Delhi Charter Township Board of Trustees on June 17, 2014. It supersedes all previous plans.

Signature of Delhi Township Supervisor

Date

DELHI CHARTER TOWNSHIP

INTRODUCTION TO THE PLAN

I. Purpose

Delhi Charter Township has elected to be incorporated into the Ingham County Emergency Management Program. By becoming part of the county emergency management program, Delhi Charter Township and Ingham County have certain responsibilities to each other. This Support Emergency Operations Plan has been developed to identify the responsibilities between Delhi Charter Township and Ingham County in regards to pre-disaster emergency management activities. It also provides for Delhi Charter Township government agencies to respond to various types of emergencies or disasters that affect the community. This support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document. The support plan will be maintained in accordance with the current standards of the Ingham County Emergency Operations Plan. Review of this support plan shall be accomplished concurrently with the county plan.

II. Scope

This plan is a flexible document in which changes from the content of the plan may occur due to unique nature of emergencies. Each agency that has a supporting role in this plan or its elements has developed Standard Operating Procedures (SOP) which provides systematic instructions for accomplishing assigned functions. In addition, to supporting emergency preparedness and response efforts, the local government also conducts other activities such as personnel training, participating in exercises, encouraging chronic disease prevention techniques, educate the public on awareness activities, and use of appropriate land use planning decisions for mitigation and prevention purposes as well. Through this plan, Delhi Charter Township continues to implement the National Incident Management System, participating in efforts to provide an effective and efficient incident management operation.

III. Plan Maintenance and Implementation

The plan has been developed together with local community and county officials to ensure consistency within the county emergency management program documents. The plan is required to be approved by Delhi Charter Township Board of Trustees every four years, or whenever the Township Supervisor changes and is to be forwarded to the Ingham County Emergency Management Office. Upon approval, it will be implemented, tested through exercises in concurrence with County officials, and reviewed and updated to maintain currentness with the County Emergency Operations Plan.

This plan has been provided to all municipal agencies, elected officials, the county emergency management office and the MSP/EMHSD district coordinator.

IV. Emergency Management Program Oversight

The Delhi Charter Township Board of Trustees has appointed the Delhi Charter Township Fire Chief to serve as the municipal emergency management liaison responsible for working with the County Emergency Management Coordinator in matters pertaining to emergency management for the municipality. Pursuant to the requirements in P.A. 390, of 1976, as amended, Section 19, Ingham County has adopted a resolution that incorporates Delhi Charter Township into its emergency management program, necessary for diaster assistance.

DELHI CHARTER TOWNSHIP

BASIC INFORMATION

I. Community Profile

Delhi Charter Township is situated in the northwest area of Ingham County. The community has a population of approximately 25,000 residents. Of this number, approximately 2% are identified as individuals with special/functional needs. Many of these individuals reside in congregate care centers, but others reside in non-group homes where help is provided as needed or on-call. The city/township's major industry is RSDC and construction employing approximately 1000 people. Due to this industry, the township is concerned with potential risks associated with natural disaster, fire and chemical spills.

According to the County's Hazard Mitigation Plan, the community is most vulnerable to tornado and winter storms. Areas within the community which are more of a concern as a result of these hazards include senior citizen housing developments, nursing homes, assisted living facilities and schools. More information regarding hazard vulnerability can be found in the County's Hazard Mitigation Plan/Analysis.

Within the community, there are 4 sites that contain extremely hazardous materials. Pursuant to SARA Title III, off-site emergency response plans have been developed by the Local Emergency Planning Committee's (LEPC) to prepare the fire department(s) to respond to the specific hazardous materials on the sites. In addition, the owners of the sites have reported the types of hazardous material that is housed on-site, as required by the Emergency Planning and Community Right-To-Know Act.

II. Emergency Management Authority

Pursuant to P.A. 390 of 1976, as amended, the municipal CEO may declare a local state of emergency for the Delhi Charter Township. In the CEO's absence, pursuant to local legislation, the Township Manager is authorized to declare the local state of emergency as well. Upon a declaration, PA 390 also authorizes the CEO to issue directives, such as restrictions to travel on local roads. The local declaration activates this emergency plan as well as the emergency operations center to conduct activities to ensure the safety of people, property, and the environment.

Since the Charter Township of Delhi has been a recipient of federal preparedness assistance, a resolution has been adopted by the local government for establishing the National Incident Management System as the standard for incident management for all-hazards. Through the adoption, the Charter Township of Delhi continues to implement the concepts of the NIMS through training, planning, and exercising activities.

III. Response Resources

Delhi Charter Township maintains 7 full-time departments responsible for providing public safety and welfare to the community. Each department is comprised of qualified emergency personnel, and maintains equipment capable of responding to emergencies. A list of resources that the departments use for emergency situations can be requested through the municipal emergency management liaison. Under certain circumstances, if the incident requires additional resources beyond the capability of the Delhi Charter Township, the Supervisor may enact mutual aid, or it may be necessary to request county assistance through proper procedures.

IV. Emergency Management Organization

Delhi Charter Township emergency management organization consists of seven departments responsible for conducting activities in response to emergencies within the community. These departments have been assigned to specific emergency functions which the municipality has identified as necessary in order to provide an effective response to secure the safety of people, property and the environment. Each agency is responsible for implementing pre-disaster activities to help prevent and/or prepare for various hazards that the community is vulnerable to such as: chronic diseases, flooding, hazardous material spills, inclement weather, tornadoes, and public disturbance to name a few; a more complete list can be found in the County's Hazard Mitigation Plan/Analysis. Prevention and preparedness activities include: awareness training, exercising, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, and educating people on how to care for themselves during an emergency.

The Delhi Charter Township Supervisor serves as the incident manager for municipal coordination. At his/her side includes the emergency management liaison, a planning chief, finance chief, operations chief, and logistics chief. The operations chief is responsible for coordinating the individual emergency functions assigned by agencies.

The table lists the functions, assigned agencies, primary point of contact, and phone number.

Function	Agency	Primary Contact	Phone
Direction and Control	Office of the Twp Supervisor/Manager	John Elsinga, Twp. Manager	517-694-2137
Fire Services	Delhi Twp Fire Dept	Brian Ball Fire Chief	517-694-3327
Law Enforcement	ICSD, Delhi Division	Lt. Vernon Elliot	517-694-0045
Warning and Communications	Delhi Twp Fire Dept	Brian Ball Fire Chief	517-694-3327
Public Information	Office of the Twp Supervisor/Manager	John Elsinga, Twp. Manager	517-694-2137
Damage Assessment	Office of the Twp Assessor	Nicole Hudson, Director	517-694-1502
Public Services	Delhi Twp Public Services	Sandra Diorka, Director	517-699-3873
Emergency Medical Services	Delhi Twp Fire Dept	Brian Ball Fire Chief	517-694-3327
Human Services	Dept of Community Development	Tracy Miller, Director	517-694-8281

Line of Succession

The following is a list of the 2nd and 3rd alternates for each agency identified in the plan to maintain the emergency tasks assigned.

Agency	2 nd Alternate	3 rd Alternate
Direction and Control	Wendy Thielen	Tricia VanderPloeg
Fire Services	Delhi Assistant Chief	Delhi Shift Lieutenant
Law Enforcement	Sheriff Gene Wriggelsworth	Undersheriff Alan Spyke
Warning and Communications	Delhi Assistant Chief	Delhi Shift Lieutenant
Public Information	CJ Davis	Wendy Thielen
Damage Assessment	Jim Munson	Liz Tobias
Public Services	Jim Lenon	Terry Powers
Emergency Medical Services	Delhi Assistant Chief	Delhi Shift Lieutenant
Human Services	Randy Mastin	Dennis Larner

DELHI CHARTER TOWNSHIP

GENERAL EMERGENCY MANAGEMENT GUIDELINES

The following guidelines are general to the municipality, all agencies, and individuals who have a role in responding to an emergency within the community and coordinated by the Charter Township of Delhi. Being that emergency planning is a work in progress guidelines are continuously reviewed and modified due to the situation and complexity of incidents.

- a) Report to the local emergency operations center when activated for scheduled exercises or disasters, or delegate another individual to staff the EOC and implement the plan.
- b) Implement mutual aid agreements or contracts with other organizations to supplement local resources that have been exhausted.
- c) Ensure compliance with this plan and the County Emergency Plan, and any pertinent procedures and documents issued, which impact the provision of emergency services in the municipality.
- d) Train department emergency personnel in emergency management functions and NIMS/ICS concepts.
- e) Assists in the development, review and maintenance of the plan and of the County EOP.
- f) Develop and maintain standard operating procedures for specific functions or actions identified in the plan.
- g) Maintain a list of resources available by the departments/agencies.
- h) Protect records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
- i) Establish mutual aid agreements and/or contracts with other jurisdictions/entities to supplement municipal resources.
- j) Establish a system of coordination, such as the incident command system, within the EOC. Field operations, however, are required to use the incident command system.
- k) Participate in the review and update of this emergency operations plan, in accordance to a schedule identified by the municipal emergency management liaison and the county emergency management coordinator.
- l) Adapt and provide printed emergency management materials and verbal messages to those who are vision impaired, non-English speaking, or deaf/hard of hearing.
- m) Conduct pre-disaster public awareness activities including education classes, self-care guidelines, communications plans, and protocols.
- n) Make recommendations to the CEO regarding protective actions.
- o) Utilize MI-CIMS or other systems to record and log significant events throughout the duration of the emergency, as well as the decisions made by the incident commander and municipal CEO.
- p) Continuously conduct emergency planning activities as it is a work-in-progress, periodically being reviewed and updated.
- q) All emergency response agencies are considered to be available to respond.

DELHI CHARTER TOWNSHIP

EMERGENCY RESPONSE PROCEDURES

The following are procedures that the Charter Township of Delhi conducts and coordinates with the county in response to a local state of emergency.

- a) Assure that the municipal emergency response agencies, elected officials and the county emergency management coordinator are notified of the situation.
- b) Municipal agencies assess the nature and scope of the emergency or disaster.
- c) If the situation can be handled locally, do so, using the following sequenced guidelines.
 - a. The emergency management liaison advises the CEO and coordinates all emergency response actions.
 - b. The CEO declares a local state of emergency and notifies the county emergency management coordinator of this action.
 - c. A local state of emergency declaration is forwarded to the county office.
 - d. The emergency management liaison activates the emergency operations center. The EOC is located at 2074 Aurelius Road. If this location is unavailable an alternate location is at 1492 Aurelius Road.
 - e. Emergency response agencies are notified through telephone, texting and email by the municipal emergency management liaison to report to the EOC.
 - f. The Supervisor directs departments/agencies to respond to the emergency situation in accordance to each agency's functional guidelines indicated in the attachments to this plan.
 - g. The Supervisor issues directives as to travel restrictions on local roads and recommends protective actions from the commanding agency. Protective action recommendations will be based on weather forecasting and if the incident complexity increases due to inability to respond rapidly and with a "ready" supply of resources to mitigate the incident.
 - h. Notify the public of the situation, through the Public Information Official, and take appropriate actions.
 - i. Keep the county emergency management coordinator informed of the situation and actions taken.
- d) If municipal resources become exhausted or if special resources are needed, request county assistance through the county emergency management coordinator.

- e) If assistance is requested, the county emergency management coordinator assesses the situation and makes recommendations on the type/level of assistance. The County will also take the following steps:
1. Activate the County Emergency Operations Center
 2. Activate the County Emergency Operations Plan/Emergency Action Guidelines
 3. Respond with county resources as requested
 4. Activate mutual aid, MABAS and MEMAC agreements
 5. Coordinate county resources with municipal resources
 6. Notify MSP/EMHSD District Coordinator.
 7. Develop a jurisdiction situation report and a damage and injury assessment report via and submit to the MSP/EMHSD.
 8. Assist the municipality with prioritizing and allocating resources.
- f) If county resources are exhausted, the county makes a request to the Governor to declare a state of emergency or state of disaster in accordance with procedures set forth in PA 390, as amended. The county shall not request state assistance or a declaration of a state of disaster or a state of emergency unless requested to do so by the Supervisor of Delhi Charter Township if the situation occurs solely within the confines of the municipality.
- g) If state assistance is requested, the MSP/EMHSD District Coordinator, in conjunction with the county emergency management coordinator and municipal emergency management liaison, assess the disaster or emergency situation and recommends the necessary resources that are required for its prevention, mitigation, or relief efforts.
- h) After completing the assessment the MSP/EMHSD District Coordinator immediately notifies the State Director of Emergency Management and Homeland Security of the situation.
- i) The State Director of Emergency Management and Homeland Security notifies the Governor and makes recommendations.
- j) If state assistance is granted, procedures are followed in accordance to the Michigan Emergency Management Plan and the County Emergency Operations Plan.

ADDENDA

DELHI CHARTER TOWNSHIP

EMERGENCY ACTION GUIDELINES

The following attachments provide guidelines for each function that has been assigned to the agencies in response to an emergency or disaster situation.

- Attachment A: Direction and Control
- Attachment B: Fire Services
- Attachment C: Law Enforcement
- Attachment D: Warning and Communications
- Attachment E: Public Information
- Attachment F: Damage Assessment
- Attachment G: Public Services
- Attachment H: Emergency Medical Services
- Attachment I: Human Services

Each agency assigned is responsible for maintaining the guidelines, as well as approving any changes to the guidelines or changes to the official responsible for implementation.

DIRECTION AND CONTROL

The **Executive Office**, with support from the Emergency Management Liaison, is responsible for directing and controlling emergency management operations. The following guidelines represent a checklist of actions that the Supervisor and liaison must consider for providing an effective response to an emergency or disaster situation.

Functional Guidelines:

- a) Issue orders and directives, i.e., travel restrictions, and recommend protective actions to be taken by the general public.
- b) Declare a local state of emergency or disaster and notify the county emergency management office.
- c) Generate and disseminate information to the public via the Public Information Officer.
- d) Provide for continuity of operations.
- e) Activates and maintains the local emergency operations center.
- f) Seek federal post-disaster funds, as available, as well as pre-disaster assistance.
- g) Maintain record of activity regarding decisions on emergency actions.
- h) Review and evaluate assessment data.
- i) Maintain liaison with state and federal officials.
- j) Coordinate with County officials in response and recovery efforts.
- k) Coordinate and conduct information sharing activities to identify potential and enacted WMD or terrorism activities, and mobilize and direct resources in response to such incidents.
- l) Prepares and maintains an emergency plan for the municipality subject to the direction of the elected officials; reviews and updates as required.
- m) Develops and maintains a trained staff and current emergency response checklists appropriate for the emergency needs and resources of the community.
- n) Coordinate with State and federal officials in collecting and sharing terrorism related information.

The executive official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

FIRE SERVICES

The **Fire Department**, is responsible for fire service activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Functional Guidelines:

- a) Provide command level representatives to the EOC and Unified Incident Command Post, when activated.
- b) Coordinates fire and search and rescue services with appropriate personnel at the County Emergency Management Agency; including assistance to regional specialty teams such as, but not limited to the Regional Response Team, MUSAR, and BOMB Squad.
- c) Coordinates with County EMC and the State of Michigan in the decontamination and monitoring of affected citizens and emergency workers after exposure to CBRNE hazards.
- d) Assumes primary responsibility for emergency alerting of the public.
- e) Assists with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
- f) Provides resources for fire services response and rescue operations.
- g) Assists in salvage operations and debris clearance.
- h) Advises elected officials about fire and rescue activities.
- i) Conduct safety analysis of the emergency , inform and recommend corrections to the CEO.
- j) Respond to hazardous materials spills in accordance to the procedures in Appendix 1.
- k) Assist in search and rescue operations.
- l) Assist in searching for bombs and/or explosive devices in connection with WMD events.

The fire services official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

FIRE SERVICES

HAZMAT RESPONSE GUIDELINES

The **Fire Department** is responsible for the response to hazardous materials spills. Response will be acted in accordance to the following procedures.

- a) Assume incident command upon arrival at the scene.
- b) Establish scene security or coordinate with other available agencies to establish scene security.
- c) Monitor and evaluate environmental health risks or hazards from hazardous materials releases.
- d) Inspect possible sources of contamination.
- e) Provide technical assistance and liaison with other appropriate agencies or organizations for the remediation of hazardous waste releases and other contamination sources.
- f) Disseminate information to the Emergency Operations Center Public Information Officer on hazardous material releases issues
- g) Makes protective action recommendations based on severity and complexity of incident type.
- h) Ensure PPE is fit tested to responders.
- i) Prior to proceeding with cleanup, analyze and evaluate the safetiness of the spill and containation by a certified Safety Officer/technician.
- j) Decontaminate equipment and gear.

The fire services official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

LAW ENFORCEMENT

The **Ingham County Sheriffs Office/Delhi Division**, is responsible for law enforcement activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Functional Guidelines:

- a) Develops and maintains procedures for the Sheriff's Office.
- b) Coordinates security and law enforcement services; with appropriate personnel at the County Emergency Operations Center.
- c) Establishes security and protection of critical facilities.
- d) Provides traffic and access control in and around affected areas.
- e) Assists with emergency alerting and notification of threatened population.
- f) Assists with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
- g) In cooperation with the Fire Department, performs search and rescue operations.
- h) Implement any curfews ordered by the CEO.
- i) Provides access control to affected areas.
- j) Provide emergency assistance to persons with special/functional needs.
- k) Assists the medical examiner with mortuary services.
- l) Coordinate urban search and rescue activities.
- m) Investigate incident and provide intelligence information to state and federal officials.

The law enforcement official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

WARNING AND COMMUNICATIONS

The **Ingham County 911 Dispatch Center** is responsible for warning and communications activities. The following guidelines represent a checklist of actions that department official must perform in providing an effective response to an emergency or disaster situation.

Emergency Guidelines:

- a) Warn the following individuals via telephone, pager and smart messaging:
 - Municipal chief executive.
 - Municipal Emergency Management Liaison.
 - County Emergency Management Coordinator.
 - Municipal Emergency Operations Center representatives.
- b) Ensure all agencies represented in the municipal Emergency Operations Center have communications both to their staff at their department offices and their staff at the incident site. This equipment consists of portable radios, telephones, smart messaging and pagers.
- c) Establish communications with the county Emergency Operations Center if activated. The communications equipment available for this link is portable radios, telephones, smart messaging and pagers.
- d) Establish communications with the Incident Command Post, if established.
- e) Activate the public warning system in accordance to the procedures listed in Appendix D-1.
- f) Ensure the public warning system provides notification to special needs populations identified in the community, i.e., elderly, hearing impaired, non-English speaking, and others. The system consists of outdoor warning sirens, door to door notification, reverse 911 and telephones.
- g) Contact and warn special facilities and locations, such as schools, hospitals, nursing homes, major industries, institutions, and place of public assembly. The methods of warning and contacting these locations consist of reverse 911 system, telephones, outdoor warning sirens and door to door notifications.

The Communications official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

PUBLIC INFORMATION

The **Office of the Delhi Township Manager** is responsible for public information activities. The following guidelines represent a checklist of actions that the Public Information Official must consider for providing an effective response to an emergency or disaster situation.

Emergency Guidelines:

- a) Function as the sole point of contact for the news media and public officials.
- b) Collect information from municipal emergency response agencies located in the emergency operations center and other locations.
- c) Prepare news releases to be disseminated to the local media.
- d) Conduct press tours of disaster area(s) within the community.
- e) Establish a Public Information Center at Delhi Township Fire Department or Delhi Community Services Center Board Room to become the central point from which news releases are issued.
- f) Establish and maintain contact with the County Public Information Official if the County's Emergency Operations Plan is activated.
- g) Coordinate public information activities with the county Public Information Officer if the County Emergency Operations Center is activated.
- h) Assist the county in establishing a joint information center (JIC).
- i) Assist the county with establishing a Rumor Control Center.
- j) Assist the municipal emergency management liaison in developing and distributing education material on the hazards that face the municipality.
- k) Develop and maintain Emergency/Public Information procedures.
- l) Maintain a log and file of all information released to the media.

The Public Information official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

DAMAGE ASSESSMENT

The **Delhi Township Assessing Office** is responsible for damage assessment activities. The following guidelines represent a checklist of actions that department official must consider for providing an effective response to an emergency or disaster situation.

Emergency Guidelines:

- a) Record initial information from first responders such as law enforcement, fire services, and public works.
- b) If necessary, activate the damage assessment team which consists of the following agencies:
 1. Delhi Township Assessor Office - responsible for public damage assessment
 2. Delhi Township Assessor Office - responsible for individual damage assessment
- c) Provide information to the municipal Emergency Management Liaison. The Liaison will then provide assessment data to the county for preparation of a jurisdictional situation report via MI-CIMS.
- d) If the situation warrants, assist the municipal CEO with the preparation of a local state of emergency declaration and forward to the County Emergency Management Coordinator.
- e) Prepare a request for county assistance in conjunction with the municipal emergency management liaison.
- f) Plot damage assessment information on status boards in the municipal Emergency Operations Center.
- g) Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
- h) Prepare reports for the municipal public information official.
- i) Collect information and forward to the County so that the county can complete the Damage and Injury Assessment information through the jurisdiction's situational report via MI-CIMS.

The Damage Assessment official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

PUBLIC SERVICES

The **Public Services Department** is responsible for damage assessment activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Emergency Guidelines:

- a) Maintain transportation routes.
- b) If necessary, coordinate activities designed to control the flow of flood water, including sandbagging, emergency diking, and pumping operations.
- c) Coordinate travel restrictions/road closures within the Township utilizing assistance and guidance from the Ingham County Road Department.
- d) Identify evacuation routes.
- e) Provide emergency generators and lighting.
- f) Assist with traffic control.
- g) Assist with access control.
- h) Assist with urban search and rescue activities, i.e., persons trapped in damaged buildings or under heavy debris/objects, etc...
- i) Assist private utilities with the shutdown and restoration of gas and electric services.
- j) Assist with transportation of essential goods, i.e., food, medical supplies, etc...
- k) As necessary, establish a staging area for public works.
- l) Report damage information to the Damage Assessment Team.
- m) If necessary, assist with damage surveys for the federal public assistance grant program.
- n) If the county Emergency Operations Center is activated, establish and maintain contact with the person representing public works.
- o) Notify Law Enforcement of the location(s) of disabled vehicles.
- p) Inspect critical infrastructure and other public utilities for safety.

The Public Services official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

PUBLIC SERVICES

HAZMAT RESPONSE GUIDELINES

The **Public Services Department** will support the Fire Department in response efforts according to the following:

- a) Assist the fire department in the cleanup of contaminated soils and transport to appropriate dump sites.
- b) Evaluates inland waters conditions and makes recommendations to fire chief on response actions.
- c) Provides heavy equipment and diking materials to support the Fire Department's response hazardous materials incidents.
- d) Advise the incident commander of any safety concerns.
- e) Ensure personnel use adequate personal protection equipment.
- f) Decontaminate equipment and gear.

The public services official has reviewed and approves these guidelines. These will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

EMERGENCY MEDICAL SERVICES

The **Delhi Township Fire Department** is responsible for emergency medical service activities. The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation.

Emergency Guidelines:

- a) Evacuate nursing homes, hospitals, and other medical facilities.
- b) Assist with animal and pet control with aid from Ingham County Animal Control.
- c) Assist with decontamination
- d) Coordinate emergency medical care to victims.
- e) Establish a staging area for emergency medical equipment.
- f) Identify a facility to be used as a temporary morgue if necessary.
- g) Coordinate with hospitals and shelter managers to staff medical teams at shelters.
- h) When appropriate, coordinate field units' participation in damage assessment activities.
- i) Ensure that emergency medical teams responding on-scene have established an on-scene medical command post and a medical commander.

The emergency medical official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

HUMAN SERVICES

The Director from the **Delhi Township Department of Community Development** will serve as the Human Services Liaison and is responsible for human services activities. The liaison will coordinate and/or keep informed human services activities occurring within the municipality, with the County Human Services Department. The following guidelines represent a checklist of actions that the liaison must consider for providing an effective response to an emergency or disaster situation.

Emergency Guidelines:

- a) Coordinate activities of municipal agencies/departments which provide human service type services.
- b) Coordinate the provision of transportation for evacuation.
- c) Open and manage shelters in the municipality.
- d) Set up canteen to feed emergency workers in the municipality.
- e) Provide food and clothing to municipality workers and victims of disaster residing in the municipality.
- f) Assist the county with establishing a Rumor Control Center.
- g) Arrange for provision of Crisis Counseling or Critical Incident Stress Debriefing (CISD) for both victims and identified disaster workers.
- h) If the County Emergency Operations Center is activated, establish and maintain contact with the person representing Human Services. If the county Emergency Operations Center is not activated, establish and maintain contact with the county Human Services Official directly at the county Department of Human Services.
- i) Coordinate with American Red Cross and other pertinent organizations for the distribution of emergency clothing for disaster victims.
- j) Coordinate efforts to provide transportation for disaster victims. (Consider local school buses, council on aging, canoe liveries, USFS, volunteers, etc.)

The Community Development Director has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the standards of the currentness of the county's emergency plan.

Signature of official

date

**HUMAN SERVICES:
RESOURCES AND SUPPORT SERVICES**

TRANSPORTATION RESOURCES	TYPE
Holt Public Schools – John Hall – 694-0301	Personnel/Victim Transportation
Capital Area Transportation Authority – 394-1000	Personnel / Victim Transportation
Dean Transportation, Inc. – 319-8300	Personnel/Victim Transportation
Superintendent of Schools 5780 Holt – 694-5715	

SHELTERS	MAXIMUM OCCUPANCY
Holt High School – 5885 W. Holt Road – 694-2162	2,000
Holt Jr. High School – 1784 N. Aurelius Road - 694-7117	2,000
Washington Woods Middle School – 2055 N. Washington Road – 699-0250	2,000
Hope Middle School – 2020 Park Lane – 699-2194	250
Wilcox Elementary 1650 Laurelwood – 699-0249	250
Horizon Elementary 5776 Holt – 694-4224	250
Elliot Elementary 4200 Bond – 699-2106	250
Midway Elementary 4552 Spahr – 694-0444	250
Sycamore Elementary 4429 Sycamore – 699-2185	250

FOOD AND FAMILY CARE RESOURCES	TYPE OF SERVICE
American Red Cross – 371-2653	Food/Clothing/Shelter/Counseling
Holt Community Food Bank – 694-3327	Food
Capital Area Community Services – 482-6281	Food
Tri-County Office on Aging(Meals on Wheels) 887-1382	Food

SPECIAL/FUNCTIONAL NEEDS CARE SERVICES	TYPE OF SERVICE
Ingham County Animal Control – 676-2431	Pet/Animal Sheltering
Capital Area Humane Society – 626-6060	Pet /Animal Sheltering

Delhi Township Emergency Contact List

Manager's Office, Direction and Control, Public Information

John Elsinga	Township Manager	1-517-749-2347
Wendy Thielen	Assistant Manager, Human Resources	1-517-268-3002
Tricia VanderPloeg	Administrative Assistant	1-517-881-2377

Assessing, Damage Assessment

Nicole Hudson	Assessor	1-269-753-2726
Jim Munson	Property Appraiser	1-517-712-4665
Elizabeth Tobias	Property Appraiser	1-517-214-5250

Fire Department, Fire Services, Emergency Medical, Warning and Communications

Brian Ball	Fire Chief	1-517-490-3052
	Assistant Chief	
Jeff Young	Lieutenant	1-517-712-1826
Brian Britten	Lieutenant	1-517-204-3096
Dustin Dickerson	Lieutenant	1-517-202-6237

Community Development, Human Services

Tracy Miller	Department Head	1-517-268-3038
Randy Mastin	Building Official	1-517-268-3033
Dennis Lerner	Code Enforcement	1-517-268-3032

Public Owned Treatment Works (POTW), Delhi Maintenance Public Works

Sandra Diorka	Director of Public Services	1-517-712-8771
Terry Powers	Maintenance Supervisor	1-517-749-2240
Jeff Raney	Chief Plant Operator	1-517-749-6326
Jim Lenon	POTW Maintenance Supervisor	1-517-712-8772

Information Technology

Jim Felton	Department Head	1-517-749-2301
Darryl Albert	GIS Coordinator	1-517-703-6337
Robert Schafer	IT	1-517-749-2697

Ingham County Sheriff, Law Enforcement

Gene Wriggelsworth	Sheriff	1-517-676-2431
Vern Elliot	Lieutenant	1-517-694-0045
Jeffrey Weis	Emergency Management Director, Sergeant	1-517-676-8223

Delhi Township Emergency Contact List

Delhi Township Elected Officials, Public Information

CJ Davis	Supervisor	1-517-694-7559
Evan Hope	Clerk	1-517-749-2350
Roy Sweet	Treasurer	1-517-694-4221
Jon Harmon	Trustee	1-517-204-5015
John Hayhoe	Trustee	1-517-694-7536
Megan Ketchum	Trustee	1-517-256-6706
DiAnne Warfield	Trustee	1-517-694-1493

Other important numbers

Dr. Johnny A. Scott	Superintendant of Holt Schools	1-517-694-5715
	Dimondale Elementary	1-517-694-6411
Rail Road through Delhi	Jackson Lansing Rail Line	1-800-555-2580 Railroad police 24/7

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: June 9, 2014

RE: Delhi Charter Township Emergency Management Resolution Agreement

Enclosed for your review and approval is an Emergency Management Resolution Agreement.

This "Resolution" provides for the mitigation, preparedness, response and recovery from disasters in Delhi Township by being a part of the Ingham County emergency management program. It also appoints the Ingham County Emergency Management Coordinator as the emergency management coordinator for Delhi Township in disaster situations and provides for a means for coordinating resources with other municipalities in the county.

This Resolution agreement does require the Township to provide a liaison to work with the Ingham County Management Coordinator during a disaster as well as two backups in case of absence during an event. I recommend the Board appoint the Fire Chief as the liaison with the Assistant Fire Chief and Township Manager as the backups in that order.

Recommended Motion:

To adopt the Emergency Management Resolution agreement and appoint the Delhi Township Fire Chief as liaison to the Ingham County Emergency Management Coordinator in the event of a disaster and to appoint the Assistant Fire Chief and Township Manager as backup liaison.

DELHI CHARTER TOWNSHIP

Emergency Management Resolution

A resolution to provide for the mitigation, preparedness, response and recovery from natural and human-made disasters within Delhi Charter Township by being part of the Ingham County emergency management program; to appoint the county emergency management coordinator as the Delhi Charter Township emergency management coordinator; to provide for a means for coordinating the resources of the municipality with those of the county; and to provide a means through which the Delhi Charter Township Board of Trustees may exercise the authority and discharge the responsibilities vested in them by this resolution and Act No. 390 of the Public Acts of 1976, as amended.

Article 1 - Short Title

Section 101. This resolution shall be known as the “Emergency Management Resolution”.

Article 2 – Definitions

Section 201. For the purpose of this resolution, certain words used herein are defined as follows:

- (a) “Act” means the Michigan Emergency Management Act, Act No. 390 of the Public Acts of 1976, as amended.(b) “Disaster” means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from a natural or human-made cause, including but not limited to, fire, flood, snowstorm, ices storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, blight, drought, infestation, explosion, or hostile military action or paramilitary action, or similar occurrences resulting from terrorist activities, riots, or civil disorders.
- (c) “Disaster relief force” means all agencies of county and municipal government, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Ingham County Emergency Operations Plan as having duties to perform or those called into duty or working at the direction of a party identified in the plan to perform a specific disaster or emergency related task during a local state of emergency.
- (d) “District Coordinator” means the Michigan Department of State Police District Emergency Management Coordinator. The District Coordinator serves as liaison between local emergency management programs and the Michigan State Police, Emergency Management Division in all matters pertaining to the mitigation, preparedness, response and recovery of emergency and disaster situations.
- (e) “Emergency management coordinator” means the person appointed to coordinate all matters pertaining to emergency management within the municipality. The emergency management coordinator for Delhi Charter Township is the Ingham County emergency management coordinator.
- (f) “Emergency management program” means a program established to coordinate mitigation, preparedness, response and recovery activities for all emergency or disaster situations within a given geographic area made up of one or several political subdivisions. Such a program has an appointed emergency management

coordinator and meets the program standards and requirements established by the Department of State Police, Emergency Management Division. Delhi Charter Township has elected to be part of the Ingham County emergency management program.

- (g) “Emergency operations plan” means the plan developed and maintained by county and political subdivisions included in the emergency management program area for the purpose of responding to all emergency or disaster situations by identifying and organizing the disaster relief force.
- (h) “Governor’s state of disaster” means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- (i) “Governor’s state of emergency” means an executive order or proclamation by the Governor that implements the emergency response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- (j) “Local state of emergency” means a declaration by the Supervisor of Delhi Charter Township pursuant to the act and this resolution which implements the response and recovery aspects of the Ingham County Emergency Operations Plan and authorizes certain actions as described in this resolution.
- (k) “Vital records” means those records that contain information needed to continue the effective functioning of a Delhi Charter Township and for the protection of the rights and interests of persons under emergency conditions in the event of an emergency or disaster situation.

Article 3 - Emergency Management Coordinator; Appointment

Section 301. By the authority of this resolution the Delhi Charter Township Board of Trustees hereby appoints the Ingham County Emergency Management Coordinator as the emergency management coordinator for Delhi Charter Township. In addition to acting for, and at the direction of, the Ingham County Board of Commissioners, the Emergency Management Coordinator will also act for, and at the direction of, the Delhi Township Board of Trustees.

Section 302. A line of succession for the Ingham County Emergency Management Coordinator has been established and is listed in the Delhi Charter Township Emergency Operations Plan.

Article 4 - Emergency Management Coordinator; Duties

Section 401. The Emergency Management Coordinator shall comply with standards and requirements established by the Department of State Police, Emergency Management Division, under the authority of the act, in accomplishing the following¹:

- (a) Direct and coordinate the development of the Ingham County Emergency Operations Plan, which shall be consistent in content with the Michigan Emergency Management Plan.
 - (b) Specify departments or agencies which must provide an annex to the plan or otherwise cooperate in its development.
 - (c) Identify departments and agencies to be included in the Emergency Operations Plan as disaster relief force.
 - (d) Develop and maintain a county Resource Manual.
 - (e) Coordinate the recruitment, appointment, and utilization of volunteer personnel.
 - (f) Assure the emergency management program meets eligibility requirements for state and federal aid.
 - (g) Coordinate and/or conduct training and exercise programs for the disaster relief force within the county and to test the adequacy of the Emergency Operations Plan.
 - (h) Through public information programs, educate the population as to actions necessary for the protection of life and property in an emergency or disaster.
 - (i) Assist in the development of mutual aid agreements.
 - (j) Assist the Delhi Charter Township municipal liaison with the development of municipal standard operating procedures which are consistent with the county Emergency Operations Plan.
 - (k) Oversee the implementation of all functions necessary during an emergency or disaster in accordance with the Emergency Operations Plan.
 - (l) Coordinate county emergency management activities with those municipalities included in the county emergency management program, other municipalities, the state, and adjacent counties.
 - (m) Coordinate all preparedness activities, including maintaining primary and alternate Emergency Operations Centers.
 - (n) Identify mitigation opportunities within the county and encourage departments/agencies to implement mitigation measures.
-

Article 5 - Emergency Management Liaison; Duties

Section 501. By the authority of this resolution the Delhi Charter Township Board of Trustees has appointed a liaison for the purpose of assisting the county Emergency Management Coordinator in coordinating the emergency management activities within the municipality. The duties of the liaison are as follows:

- (a) Coordinate municipal emergency management activities with those of the county jurisdictions.
- (b) Assist the county Emergency Management Coordinator with the development of the county Emergency Operations Plan and the incorporation of municipal resources into the plan.
- (c) Identify municipal departments and agencies to be included in the Emergency Operations Plan as part of the disaster relief force.
- (d) Identify municipal resources and forward information to the county Emergency Management Coordinator for inclusion in the county Resource Manual.
- (e) Coordinate the recruitment, appointment, and utilization of volunteer resources.
- (f) Assist the county Emergency Management Coordinator with administering training programs.
- (g) Coordinate municipal participation in exercises conducted by the county.
- (h) Assist in the development of mutual aid agreements.
- (i) Assist in educating the population as to actions necessary for the protection of life and property in an emergency or disaster.
- (j) Encourage departments/agencies within the municipality to identify and implement procedures to mitigate the effects of potential disasters.
- (k) Assist in the assessment of the nature and scope of the emergency or disaster and collect damage assessment information and forward to the county.
- (l) Coordinate the vital records protection program.
- (m) Develop municipal standard operating procedures for disaster response which are consistent with the county Emergency Operations Plan.

Section 502. The Delhi Charter Township Board of Trustees shall appoint a minimum of two persons as successors to the position of the municipal liaison. The line of succession shall be supplied to the county Emergency Management Coordinator.

Article 6 – Official Powers; Duties

Section 601. On an annual basis, the Delhi Charter Township Fire Chief shall review the eligibility and performance of the Emergency Management Coordinator and make recommendations to the Delhi Charter Township Board of Trustees.

Section 602. The Delhi Charter Township Fire Chief shall, review the effectiveness of the Ingham County Emergency Operations Plan as the plan relates to the municipality once every

two years. With the assistance of the municipal liaison, he\she shall make recommendations to the county Emergency Management Coordinator of any changes which may be needed. After this review and incorporation of necessary changes, the Delhi Charter Township Board of Trustees shall certify the plan to be current and adequate for Delhi Charter Township the ensuing two years.²

Section 603. When circumstances within Delhi Charter Township indicate that the occurrence or threat of occurrence of widespread or severe damage, injury or loss of life or property from natural or human-made cause exists the Delhi Charter Township Supervisor may declare a local state of emergency. Such a declaration shall be promptly filed with the Ingham County Emergency Management Office, who shall forward it to the Department of State Police, Emergency Management Division. This declaration shall not be continued or renewed for a period in excess of 7 days except with the consent of the Delhi Charter Township Board of Trustees.³

Section 604. If the Delhi Charter Township Supervisor invokes such power and authority, he/she shall, as soon as reasonably expedient, convene the Delhi Charter Township Board of Trustees for one or more emergency meetings in accordance with the Open Meetings Act to perform its normal legislative and administrative duties as the situation demands, and will report to that body relative to emergency activities. Nothing in this resolution shall be construed as abridging or curtailing the powers of the Delhi Charter Township Board of Trustees unless specifically provided herein.

Section 605. The Delhi Charter Township Supervisor may do one or more of the following under a local state of emergency:

- (a) Direct the Emergency Management Coordinator to implement the Emergency Operations Plan.
 - (b) Issue directives as to travel restrictions on local roads within the municipality.
 - (c) Relieve Delhi Charter Township employees of normal duties and temporarily reassign them to other duties.
 - (d) Activate mutual aid and MABAS/MEMAC agreements.
 - (e) Direct the municipal disaster relief effort in accordance with the county Emergency Operations Plan and municipal standard operating procedures.
 - (f) Notify the public and recommend in-place or evacuation or other protective measures.
 - (g) Request a state of disaster or emergency declaration from the Governor as described in Article 7.
 - (h) When obtaining normal approvals would result in further injury or damage, the Delhi Charter Township Supervisor may, until the Delhi Charter Township Board of Trustees convenes, waive procedures and formalities otherwise required pertaining to the following:
-

- (1) For a period of up to 7 days, send the disaster relief force and resources to the aid of other communities as provided by mutual aid agreements.
- (2) For a period of up to 7 days, appropriate and expend funds from the disaster contingency fund created in Article 9 up to \$10,000.
- (3) For a period of up to 7 days, make contracts, obtain and distribute equipment, materials, and supplies for disaster purposed.
- (4) Employ temporary workers.
- (5) Purchase and distribute supplies, materials, and equipment.
- (6) Make, amend, or rescind ordinances or rules necessary for emergency management purposes which supplement a rule, order, or directive issued by the Governor or a state agency. Such an ordinance or rule shall be temporary and, upon the Governor's declaration that a state of disaster or state of emergency is terminated, shall no long be in effect.⁴

Section 606. If a state of disaster or emergency is declared by the Governor, assign and make available for duty the employees, property, or equipment of Delhi Charter Township within or outside the physical limits of Delhi Charter Township as ordered by the Governor or the Director of the Department of State Police in accordance with the act.

Article 7 - Governor Declaration Request

Section 701. If a disaster or emergency occurs that has not yet been declared to be a state of disaster or a state of emergency by the Governor, and the Supervisor of Delhi Charter Township determines that the situation is beyond control of the municipality, he/she may request the Governor to declare that a state of disaster or state of emergency exists in the municipality in accordance with the act. This shall be done by immediately contacting the Ingham County Emergency Management Coordinator. The Emergency Management Coordinator shall immediately contact the District Coordinator. The District Coordinator, in conjunction with the Emergency Management Coordinator, shall assess the nature and scope of the disaster or emergency, and they shall recommend the state personnel, services, and equipment that will be required for its prevention, mitigation, or relief.⁵

Article 8- Volunteers; Appointment; Reimbursement

Section 801. Each municipal department, commission, board, or other agency of municipal government is authorized to appoint volunteers to augment its personnel in time of emergency to implement emergency functions assigned in the county Emergency Operations Plan. Such individuals are part of the disaster relief force and shall be subject to the rules and operational control set forth by the respective department, commission, board, or agency through which the

appointment was made, and shall be reimbursed for all actual and necessary travel and subsistence expenses.⁶

Article 9 - Disaster Contingency Fund

Section 901. A disaster contingency fund is hereby created in the budget of not less than \$10,000. Money may be expended from the fund when a local state of emergency has been declared for the purpose of paying the disaster relief force, purchase of supplies and services, repair costs, or other needs required specifically for the mitigation of the effects of, or in response to, the emergency or disaster.

Article 10 - Rights of Disaster Relief Force

Section 1001. In accordance with the act, personnel of the disaster relief force while on duty shall have the following rights:

- (a) If they are employees of the municipality, or other governmental agency regardless of where serving, have the powers, duties, rights, privileges, and immunities and receive the compensation incidental to their employment.
- (b) If they are not employees of the municipality, or other governmental agency be entitled to the same rights and immunities as are provided for by law.¹⁰

Article 12 - Temporary Seat of Government

Section 1201. The Delhi Charter Township Board of Trustees shall provide for the temporary movement and reestablishment of essential government offices in the event that existing facilities cannot be use. That location to be determined by the Delhi Township Manager and Chief of the Fire Department if needed.

Article 13 - Liability

Section 1301. As provided for in the act and this resolution, the municipality, or the agents or representatives of the municipality, shall not be liable for personal injury or property damage sustained by the disaster relief force. In addition, any member of the disaster relief force engaged in disaster relief activity shall not be liable in a civil action for damages resulting from an act of omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the worker's compensation law, any pension law, or act of congress will not be effected as a result of said activity.⁷

Section 1302. As provided for in the act, any person owning or controlling real estate or other premises who voluntarily and without compensation grants the municipality the right to inspect, designate and use the whole or any part of such real estate or premises for the purpose of sheltering persons or for any other disaster related function during a declared local state of emergency or during an authorized practice disaster exercise, shall not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission, or for loss of, or damage to, the property of such person.¹¹

Article 14 - Sovereignty

Section 1401. Should any section, clause, or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid.

Article 15 - Repeals

Section 1501. All resolutions or parts of resolutions inconsistent herewith are hereby repealed.

Article 16 - Annual Review

Section 1601. This resolution shall be reviewed annually by the Delhi Charter Township Board of Trustees and changes shall be made if necessary.

Article 17 - Effective Date

Section 1701. This resolution shall have immediate effect.

CJ. Davis, Delhi Charter Township Supervisor

Evan Hope, Delhi Charter Township Clerk

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: June 4, 2014

RE: Equipment Use Agreement between Delhi Charter Township,
Edward W. Sparrow Hospital Association and McLaren Greater
Lansing

Enclosed for your review and approval is an Equipment Use Agreement between Delhi Township, Sparrow Hospital and McLaren Greater Lansing.

This Agreement would provide for modem equipment that attaches to the heart monitors we currently carry on all of our ambulances and the data plan associated with the modems for the first year. With the modem attached to the heart monitor on the ambulance, data on a patient's heart condition can be directly transferred to the attending hospital while in route. This enables the hospital staff to be fully prepared for further treatment upon arrival.

This Agreement provides for the donation of the equipment and one year of the data plan. After that first year, the Township would be responsible for the data plan estimated at \$597 annually. The Township Attorney has reviewed the Agreement and finds it acceptable. Therefore, I recommend approval of the same.

Recommended Motion:

To approve the Equipment Use Agreement between Delhi Charter Township, Edward W. Sparrow Hospital Association and McLaren Greater Lansing and authorize the Township Manager to execute the same.

Delhi Township Fire Department

Memo

To: John Elsinga, Township Manager

From: Brian Ball, Interim Chief

Date: June 2, 2014

Re: Equipment Use Agreement with Sparrow and McLaren

Attached you will find an equipment use agreement with Sparrow and McLaren hospitals for the donation of equipment, data plan and use. The equipment donated is Gateway modems that attach to the heart monitors that are carried in the ambulances. What the equipment does is transmit data related to patient condition in acute heart related events. An important example would be an active heart attack. What this will do is hopefully close the time gap in getting a person to the cardiologist and re-perfusion of the heart muscle at the hospital.

I have been working very closely with Delta Fire Chief John Clark and our Attorney David Revore to have an agreement that I believe we can agree on for this equipment. It will provide for the donation and use of the equipment and one year of data use. After the first year Delhi will pick up the data plan on the equipment with an approximate cost of \$597.00 yearly. Delhi Township reserves the right to change data plans and or terminate use after the second year if desired. Not only does this donation of equipment make us compliant with the most recent changes to medical protocol but more importantly increases our level of patient care to our citizens by getting them the treatment they deserve more efficiently and without delay.

I am asking that you recommend the approval and signing of this important agreement for equipment from Sparrow and McLaren Hospitals. I will be at the June 17 Board Meeting to answer any questions pertaining to the document or equipment.

Thank you for the consideration on this important document.

EQUIPMENT USE AGREEMENT

Between

EMS AGENCY

Edward W. Sparrow Hospital Association
And
McLaren Greater Lansing

THIS AGREEMENT is entered into as of _____ by and between _____ (“EMS AGENCY”), Edward W. Sparrow Hospital Association (“SPARROW”) and McLaren Greater Lansing (“MCLAREN”) under the following terms and conditions.

SPARROW and MCLAREN have agreed to jointly purchase certain equipment described as LifeNet System 5.0 and more fully described in Exhibit 1 (hereinafter “Equipment”). SPARROW AND MCLAREN will donate this Equipment to EMS AGENCY, as found on agency list described in Exhibit 2, and as a condition of this donation the Equipment thereafter will be used by EMS AGENCY in accordance with the following terms and conditions:

1. SPARROW will deliver the Equipment to Tri County Emergency Medical Control Authority (“TCEMA”), 6920 S. Cedar St., Lansing, Michigan 48911, on a mutually agreed to day and time. Upon receipt of the Equipment by TEMCA, SPARROW and MCLAREN shall be deemed to have transferred title to the Equipment to EMS AGENCY and the Equipment shall remain the property of EMS AGENCY. SPARROW and MCLAREN shall provide the initial connectivity through a data plan for the Equipment for a period of one (1) year. Upon delivery of Equipment from TCEMA, EMS AGENCY shall assume all risks of loss or damage to the Equipment from any cause, and agrees to maintain the Equipment in good working condition at its expense throughout the term of this Agreement. After the expiration of the one (1) year period, EMS AGENCY shall assume responsibility for connectivity through a data plan [for up to one \(1\) year through a data plan provider of its selection](#). The data plan for this Agreement with listed fees is attached as Exhibit 3.
2. EMS AGENCY shall utilize the Equipment to provide care to patients. EMS AGENCY shall be responsible to train all users of the Equipment so as to capably and safely provide such care.

3. The following items will not be covered by SPARROW's and MCLAREN's purchase and donation of the Equipment and shall be the sole responsibility of EMS AGENCY:
 - A. Repair, maintenance, taxes, freight or additional warranties, fees and/or packages provided by the equipment manufacturer.
 - B. Additional parts, not outlined in Exhibit 1 that may be required to operate the Equipment.
 - C. Consumables for the Equipment.
4. Except as otherwise provided herein, this Agreement shall be effective for one (1) year starting from the date of the last signature by the Parties ("CONTRACT PERIOD") and terminating one (1) year from that date.
5. For each piece of Equipment purchased and donated pursuant to this Agreement, SPARROW, MCLAREN and EMS AGENCY shall execute and deliver one or more written exhibits describing the Equipment and such exhibits shall be attached and become a part of this Agreement.
6. EMS AGENCY understands and agrees that the Equipment is provided by SPARROW and MCLAREN without warranty from either as donors however the Equipment manufacturer's warranty shall be applicable to EMS AGENCY. EMS AGENCY acknowledges that it accepts transfer of the Equipment in its present state and condition, AS IS WITHOUT WARRANTY AS TO ITS MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, AND EXCEPT FOR THE WARRANTY PROVIDED BY THE EQUIPMENT MANUFACTURER, ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE EXCLUDED FROM THIS AGREEMENT AND SHALL NOT APPLY TO ANY OF THE EQUIPMENT TRANSFERRED HEREUNDER.
7. EMS AGENCY, which shall include for purposes of this Agreement, EMS AGENCY employees, agents, and other representatives, is an independent contractor and shall have no authority to bind SPARROW or MCLAREN. This Agreement shall not be used to create a joint venture, partnership or agency relationship. EMS AGENCY shall not under circumstance represent that it is an employee, agent or representative of SPARROW or MCLAREN. EMS AGENCY shall have no right to enter into any contracts, agreements or other commitments or to make any representations, warranties, guarantees, allowances or adjustments in the name of or on behalf of SPARROW or MCLAREN.

8. **Confidentiality.** EMS AGENCY acknowledges that during the term of this Agreement, EMS AGENCY may be exposed to certain Confidential Information regarding SPARROW or MCLAREN. Any Confidential Information which is disclosed to EMS AGENCY: (a) shall not be used, copied or disseminated by EMS AGENCY for its individual competitive advantage or for any other purpose; (b) shall be kept in confidence by EMS AGENCY; and (c) except as otherwise required by law or upon prior written authorization of SPARROW or MCLAREN shall not be disclosed by EMS AGENCY to any other person or entity. For purposes of this Paragraph 8, "Confidential Information" consists of oral, written, or magnetic data patient, business or proprietary information or lists, or any other such material related to the business of SPARROW or MCLAREN that may be obtained from any source by EMS AGENCY as a result of EMS AGENCY's relationship with SPARROW and MCLAREN.
9. **Warranty Regarding Health Care Fraud.** EMS AGENCY represents and warrants that as of the effective date hereof, EMS AGENCY :
- A. has not been listed by a federal agency as excluded, debarred, suspended or otherwise ineligible to participate in federal healthcare programs; and
- B. as not been convicted of any crime related to defrauding any healthcare benefit program.
- EMS AGENCY further agrees to notify SPARROW and MCLAREN, in writing, immediately if EMS AGENCY is listed by a federal agency as excluded, debarred, suspended or otherwise ineligible to participate in federal health care programs, or if EMS AGENCY is convicted of any crime related to defrauding any health care benefit program.
10. EMS AGENCY will be responsible for any loss or damage to the Equipment, ordinary wear and tear excepted, unless SPARROW or MCLAREN or their authorized representative caused the loss or damages, in whole or in part. EMS AGENCY will notify SPARROW and MCLAREN of any loss or damages to the Equipment, and shall thereafter promptly undertake appropriate steps to promptly repair or replace the Equipment.
11. As a condition of the donation, EMS AGENCY shall insure the Equipment for its full replacement value as stated in Exhibit 1 under an appropriate insurance policy, replacement value not to exceed one (1) thousand dollars.
12. If the Agreement is terminated prior to the end of the CONTRACT PERIOD, EMS AGENCY will pack the Equipment appropriately and return

it to SPARROW or MCLAREN, as appropriate, in substantially the same condition as received, ordinary wear and tear excepted. EMS AGENCY will be responsible for the loss of or damage to the Equipment while it is in return transit and will bear the packing and transportation expenses for the return of the Equipment.

13. SPARROW and MCLAREN do not make any representations or guarantees, oral or written, expressed or implied, concerning the application or the results to be obtained with the Equipment.
14. Any dispute or disagreement between the Parties hereto regarding any provision of this Agreement or the performance of obligations hereunder, shall be finally settled by binding arbitration. The arbitration shall be conducted under the Rules of the American Arbitration Association. In the event of any conflict between the Rules and this clause, the provisions of this clause shall govern. The site of arbitration, unless the Parties agree otherwise in writing, shall be Ingham County, Michigan. The award rendered by the arbitrators shall be final and binding upon the Parties hereto, without appeal, and the arbitrators shall apportion the costs of arbitration as the arbitrators deem appropriate. Judgment thereon may be entered in a court having jurisdiction thereof or having jurisdiction over any of the Parties or their assets. The Parties agree that no Party shall appeal to any court from the decision of the arbitrators. In addition, no Party shall have any right to commence or maintain any suit or legal proceeding concerning a dispute hereunder until the dispute has been determined in accordance with the arbitration provisions of this section and then only for enforcement of the award rendered in such arbitration. The costs of arbitration, including reasonable attorney fees, shall be borne equally by each Party, unless otherwise determined by the arbitration tribunal. Each Party shall be responsible for its own legal fees.
15. SPARROW and MCLAREN represent and warrant to and covenant with EMS AGENCY that SPARROW and MCLAREN have good and merchantable title to and the right to transfer Equipment, free and clear of any debts, liens, encumbrances and security interests.
16. SPARROW, MCLAREN and EMS AGENCY represent, covenant and warrant that each has full authority to enter into and perform this Agreement, and that each is not prohibited from doing so by any article, law, regulation, policy or other instrument or agreement, by way of restraint, to which each may be a Party or by which each may be bound.

17. **Miscellaneous.**

A. Notices. Any notice required by this Agreement shall be deemed given if sent by certified or registered mail, with postage fully

prepaid, at the last known address of the Party to be notified. Notices shall be deemed given on the date of mailing, irrespective of the date of receipt.

B. Assignment. Any rights accruing hereunder to SPARROW or MCLAREN shall be considered to be personal and shall not be assigned by EMS AGENCY, either in whole or in part, except upon express prior written authorization by SPARROW or MCLAREN, which may, in their sole discretion, be withheld. This Agreement shall be binding upon and shall inure to the benefit of the Parties hereto in respect of the transactions contemplated hereby, and their respective successors and assigns.

C. Applicable Law. This Agreement shall be governed by the laws of the State of Michigan.

D. Effect and Construction. This Agreement constitutes the entire agreement between the Parties hereto. The Parties represent that, in entering into this Agreement, they do not rely upon any previous representation, whether expressed or implied, oral or written, or any previous inducement or agreement of any kind or nature. All prior negotiations, representations, discussions, contracts or agreements concerning the subject matter hereof are canceled or merged herein. No amendments or modifications to this Agreement shall be binding on either Party except with the written agreement of both Parties.

E. Waiver. The failure of either Party to enforce at any time, or for any period of time, any of the provisions of this Agreement shall not be construed as a waiver of such provisions or for the right of the Party hereafter to enforce each and every provision.

F. Severability. If any provision of this Agreement is determined to be invalid under applicable law, that it is agreed that such invalidity shall not invalidate the whole Agreement, that the Agreement shall be construed as if it does not contain a particular provision held to be invalid, and the rights and obligations of the Parties shall be construed and enforced accordingly.

G. Non-Discrimination. In connection with the performance of services under this Agreement, the Parties agree to comply with the provisions of the Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended, the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and specifically agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms conditions, or privileges of employment because of a disability that is unrelated to the individual's ability to perform

the duties of a particular job or position or because of race, color, religion, national origin, age, sex, height, weight, sexual orientation, genetic information or marital status. Breach of this covenant may be regarded as a material breach of this Agreement.

H. Force Majeure. No liability shall result to a Party from such Party's delay in performance or non-performance of this Agreement arising from contingencies, happenings, or causes beyond the control of such Party or directly or indirectly caused by fire; explosion; accidents; flood; labor trouble or shortage; war; act of Government; inability to obtain suitable material, equipment, fuel, power or transportation; or act of God.

I. Severability. The provisions of this Agreement are severable. If any provision herein violates or contravenes applicable laws, it shall be deemed not to be a part of this Agreement.

J. Compliance with Applicable Laws. Each Party is responsible for compliance with all laws which may be applicable to its respective activities and responsibilities under this Agreement. This includes compliance with all health and safety laws, regulations, ordinance, directives, and rules imposed by controlling federal, state, and local government.

IN WITNESS WHEREOF, each Party hereto has caused this Agreement to be executed by its duly authorized representative.

SPARROW:

Edward W. Sparrow Hospital Association

By: _____

Its: _____

MCLAREN:

McLaren Greater Lansing

By: _____

Its: _____

EMS AGENCY:

By: _____

Its: _____

EXHIBIT 1
EQUIPMENT

- 3G MULTITECH Gateway –Verizon / 21996-000086 (Physio-Control Catalog #)
 - Benton Township Fire Department – Quantity of 2
 - East Lansing Fire Department – Quantity of 5
 - Eaton Area EMS – Quantity of 6
 - Clinton Area Ambulance Service Authority – Quantity of 5
 - Lansing Mercy Ambulance Service – Quantity of 7
 - Delhi Township Fire Department – Quantity of 3
 - Delta Township Fire Department / Looking Glass Regional Fire Authority – Quantity of 7
 - NIESA Ambulance – Quantity of 2
 - Grand Ledge Area Fire Department – Quantity of 2
 - Lansing Township Fire Department – Quantity of 4
 - Stockbridge Area Emergency Service Authority – Quantity of 2
 - Portland Ambulance – Quantity of 3
- Titan II Wireless Gateway / 21996-000073 (Physio-Control Catalog #)
 - LIFE EMS Ionia – Quantity of 5
- Verizon Wireless Link for Bluetooth/860384 (Phillips Product#)
 - Lansing Fire Department-Quantity 9
- Heartstart Telemedicine System, Classic 12-Lead Edition (12-Lead Only)/A01 (Phillips Product #)
 - Lansing Fire Department-Quantity 1
- Heartstart Telemedicine System/831440 (Phillips Product#)
 - Lansing Fire Department-Quantity 1
- Modem: AirLink GX400 WiFi EVDO Rev A VZW / MMALAK000225 (DH Wireless Solutions Item #)
 - Lansing Mason Area Ambulance – Quantity of 6
- Antenna: AP MultiMax (Cell/LTE/WiFi/GPS) 15' Cable-SMA, Threded Bolt – White / MMACAN000259 (DH Wireless Solutions Item #)
 - Lansing Mason Area Ambulance – Quantity of 6
- Modem Provisioning: Activation and Pre-Deployment Bench Testing Services / CSMSNS000001 (DH Wireless Solutions Item #)
 - Lansing Mason Area Ambulance – Quantity of 6

EXHIBIT 2

AGENCY LIST

- Benton Township Fire Department
- East Lansing Fire Department
- Eaton Area EMS
- Clinton Area Ambulance Service Authority
- Lansing Mercy Ambulance Service
- Delhi Township Fire Department
- Delta Township Fire Department / Looking Glass Regional Fire Authority
- NIESA Ambulance
- Lansing Mason Area Ambulance
- Grand Ledge Area Fire Department
- Lansing Township Fire Department
- Stockbridge Area Emergency Service Authority
- LIFE EMS Ionia
- Portland Ambulance
- Lansing Fire Department

EXHIBIT 3

Data Plan

- Data plan prices are dictated by the data plan provider and the pricing stated below may not be guaranteed for the following year. The estimated annual cost below is based on the number of modems that are being used. If additional modems are purchased throughout the year that cost will be incurred by the EMS agency and is not factored into the totals stated below.
 - Delhi Township Fire Department
 - A 1 year data plan was paid in full for the quantity of 3 Modems
 - The data provider during year 1 is Verizon
 - Estimated annual cost after year 1 is \$199.00 per year / per modem
 - Estimated total annual cost after year 1 = \$597.00 annually
 - Delta Township Fire Department / Looking Glass Regional Fire Authority
 - A 1 year data plan was paid in full for the quantity of 7 Modems
 - The data provider during year 1 is Verizon
 - Estimated annual cost after year 1 is \$199.00 per year / per modem
 - Estimated total annual cost after year 1 = \$1393.00 annually
 - Stockbridge Area Emergency Service Authority
 - A 1 year data plan was paid in full for the quantity of 2 modems
 - The data provider during year 1 is Verizon
 - Estimated annual cost after year 1 is \$199.00 per year / per modem
 - Estimated total annual cost after year 1 = \$398.00 annually
 - Lansing Mason Area Ambulance
 - A 1 year data plan was paid in full for the quantity of 8 modems
 - The data provider during year 1 is Verizon
 - Estimated annual cost after year 1 is \$200.00 per month
 - Estimated total annual cost after year 1 = \$2400.00 annually

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board of Trustees

FROM: John B. Elsinga, Township Manager

DATE: June 17, 2014

RE: Resolution No. 2014-008 – Road Improvement and Special Assessment District – Lamoreaux No. 3 and Woodland Estates Subdivisions

Enclosed for your review and approval is Resolution No. 2014-008 which is the first of five resolutions initiating a road improvement project and special assessment district for Lamoreaux No. 3 and Woodland Estates Subdivisions (Fontaine Trail, Lamoreaux Lane, Chateau Way, Trianon Trail, Bayou Place, Royale Drive, Creole Way and Dell Road).

On June 2, 2014 Bill Conklin, staff and I met with the residents of Lamoreaux No. 3 and Woodland Estates Subdivisions who expressed an interest in road improvements for their subdivision. Several options were discussed along with the special assessment process. The residents decided on which type of road improvement they would find most beneficial and on Monday, June 16, 2014, petitions were turned into the Clerk's Office representing over 57.32% of property owners (54.9% of front footage) who were in favor of proceeding with the road improvements along with establishing a special assessment district to pay for them.

Therefore, I recommend the Township Board adopt Resolution No. 2014-008 which is the first of five resolutions and initiates a Special Assessment District to defray the cost of construction for road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions. Subsequent to approval, the Board will be asked to adopt the second of five resolutions which will then set a public hearing to hear comments on said road improvement and special assessment district.

RECOMMENDED MOTION:

To adopt Resolution No. 2014-008, which is the first of five resolutions to initiate a Special Assessment District to defray the cost of construction for road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions.

DELHI CHARTER TOWNSHIP

RESOLUTION 2014-008

THIS IS THE FIRST OF FIVE RESOLUTIONS REQUIRED FOR INITIATION OF A ROAD IMPROVEMENT AND TO DEFRAY THE COST THEREOF BY SPECIAL ASSESSMENT ON THE BENEFITED PROPERTIES PURSUANT TO PA 1954 NO. 188 (MCL 41.721 *et seq.*) AND SPECIFICALLY FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS.

At a Regular Meeting of the Township Board, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 17th day of June, 2014, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ and supported by _____.

WHEREAS, petitions have been filed with the Township Board of the Charter Township of Delhi, County of Ingham, Michigan, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, signed by the record owners of more than fifty percent (50%) of the total benefitting properties and representing more than fifty percent (50%) of the total frontage upon the roads of the proposed special assessment district set forth in said petitions for the improvements described as follows;

On Bayou Place, Royale Drive, Chateau Way, Fontaine Trail, Trianon Trail and Lamoreaux Lane, strip sod/topsoil back min. 1' from road edge, crush, shape and apply 3.5", 2-course asphalt overlay, adjust manholes, add shoulder gravel as necessary. On Creole Way, which has curbs, the pavement would be milled down to allow paving of 3.5", 2-course asphalt, and

WHEREAS, said petition has been verified as to signature, ownership and percentage of ownership; and

WHEREAS, the Township Board desires to proceed on said petitions.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. That the Ingham County Department of Roads is hereby requested to prepare any necessary plans showing the proposed improvements,

the location thereof, and estimates of the costs thereof, pursuant to the project described above.

2. When the plans and estimates are completed, the Ingham County Department of Roads is hereby directed to submit same for filing with the Township Clerk.
3. All resolutions and parts of resolutions insofar as they are in conflict with the provisions of this resolution are and the same are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 17th day of June, 2014.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of _____, 2014.

Evan Hope, Township Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board of Trustees

FROM: John B. Elsinga, Township Manager

DATE: June 17, 2014

RE: Resolution No. 2014-009 – Set Public Hearing – Road Improvement Special Assessment District – Lamoreaux No. 3 and Woodland Estates Subdivisions

Subject to the Township Board adopting Resolution No. 2014-008 (the first of five resolutions), enclosed is the second of five resolutions which sets a public hearing to determine the need and necessity of the road improvements for the proposed Lamoreaux No. 3 and Woodland Estates Subdivisions Assessment District.

RECOMMENDED MOTION:

To adopt Resolution No. 2014-009, which is the second of five resolutions in which plans and estimates for the construction of road improvements for the proposed Lamoreaux No. 3 and Woodland Estates Subdivisions Special Assessment District be filed with the Township Clerk, and sets a public hearing for July 1, 2014 at 7:45 p.m. to determine its need and necessity.

DELHI CHARTER TOWNSHIP

RESOLUTION 2014-009

THIS IS THE SECOND OF FIVE RESOLUTIONS IN WHICH PLANS AND ESTIMATES FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS ARE ON FILE WITH THE CLERK AND SETTING A PUBLIC HEARING FOR JULY 1, 2014 AT 7:45 O'CLOCK P.M. TO DETERMINE THE NEED AND NECESSITY FOR DISTRICT.

At a Regular Meeting of the Township Board, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 17th day of June, 2014, at 7:30 o'clock p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ and supported by _____.

WHEREAS, the Township Board of the Charter Township of Delhi deems it advisable and necessary for the public health, safety and welfare of the Township and its inhabitants to cause the implementation of the following described street improvements:

On Bayou Place, Royale Drive, Chateau Way, Fontaine Trail, Trianon Trail and Lamoreaux Lane, strip sod/topsoil back min. 1' from road edge, crush, shape and apply 3.5", 2-course asphalt overlay, adjust manholes, add shoulder gravel as necessary. On Creole Way, which has curbs, the pavement would be milled down to allow paving of 3.5", 2-course asphalt,

and to defray the cost thereof by special assessment against the properties specially benefitted thereby; and

WHEREAS, petitions for the same have been received by the Township Board, and

WHEREAS, the Township Board desires to proceed further with the improvements.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board does hereby tentatively declare its intention to make the described street improvement and does hereby tentatively designate the special assessment district against which the entire cost of the improvement will be assessed, said district being described as set forth in Exhibit A attached hereto and made a part hereof by reference.
2. The plans and cost estimates relating to said improvement shall be placed on file in the office of the Township Clerk and shall be available for public examination.
3. The Township Board shall meet in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on July 1, 2014 at 7:45 o'clock p.m., at which time and place the Township Board will hear objections to the petition, the improvements, and to the special assessment district therefor.
4. The Township Clerk shall cause notice of such hearing to be published twice in a newspaper circulated within the Township, with the first publication to appear at least ten (10) days before the date of the hearing. In addition, the Clerk, by first class mail, shall give notice to each record owner of, or party of interest in, the property to be assessed whose name appears on the last Township assessment records at least then (10) days before the date of the hearing. For purpose of this notice, the "last Township tax assessment record" means the last assessment roll for ad valorem tax purposes which was reviewed by the Board of Review as supplemented by any subsequent changes in the name and address of the owners or parties listed on that roll. If a record owner's name does not appear on those records, notice shall be given by first class mail addressed to the record owner at the address shown on the record of the County Register of Deeds at least ten (10) days before the date of the hearing.
5. The form of said notice shall be in substantially the form found in Exhibit B of this Resolution.
6. All Resolution and parts of resolution insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 17th day of June, 2014.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of June, 2014.

Evan Hope, Township Clerk

Resolution No. 2014-009**Exhibit A – Tentative Special Assessment District**

Tentative Special Assessment District for Lamoreaux No. 3 and Woodland Estates Subdivisions
Royale Drive, Lamoreaux Lane, Trianon Trail, Chateau Way, Bayou Place, Creole Way and
Fontaine Trail

Each property listed below represents 1 equal benefit.

PARCEL NUMBER	OWNER NAME	PROPERTY ADDRESS	CITY	STATE	ZIP
33-25-05-12-255-010	LIVING, JAMES A & CAROLE M	2769 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-252-005	SMITH, SUSAN K	2775 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-255-009	SAMPLE, TIMOTHY R & KELLI M	2779 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-252-004	TROUT, ROBERT J	2785 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-253-014	KAMMERAAD, STEVE & LISA	2795 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-252-003	WILLIAMS, ERIC J & MARY	2795 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-252-002	RUFFING, CHARLES TRUST	2805 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-253-007	PIFER, ELIZABETH A	2808 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-253-011	BORST, JENNIFER	2809 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-254-010	HODGES, WILLIAM J & KELLY A	2809 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-254-005	PHILLIPS, FRANK & ANDREA L	2810 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-253-010	SCHOALS, BRIAN D & KIMBERLY M	2815 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-254-004	FOLTZ, MATTHEW	2816 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-253-006	WHITE, DONALD E & ELIZABETH H	2816 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-254-009	PAVLIK, THOMAS J AND	2819 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-253-009	HILL, CHARLES L & DIANE G	2825 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-254-003	HAGERMAN, HOWARD & JOAN	2826 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-253-005	DICKERSON, ARNOLD M JR AND	2826 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-254-008	MCKAY, ROBBERT E & PAULA S	2827 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-253-008	MELLEN, THOMAS A & JILL M	2835 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-254-007	PENCE, PAUL R & ELIZABETH	2835 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-254-002	BIGELOW, GARY D	2836 CHATEAU WAY	HOLT	MI	48842
33-25-05-12-253-004	MEADE, MICHELLE	2836 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-251-003	WYZYWANY, TIFFANY B	2841 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-254-006	ALLEN, RICHARD L	2847 FONTAINE TRAIL	HOLT	MI	48842
33-25-05-12-251-002	JOHNSON, PHILLIP & KELLY	2851 LAMOREAUX LANE	HOLT	MI	48842
33-25-05-12-276-007	CURLING, ALEXANDER JR.	3569 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-008	ACKERMAN, GLEN N TRUST	3579 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-006	KRAUSHAAR, MARK D & LEIGH A	3580 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-009	QUACK, PHILLIP & JENNIFER	3589 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-010	HENDERSON, MICHAEL & SUSAN	3599 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-005	KELTERBORN, GARY L & JULIE L	3600 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-011	HENDERSON, MICHAEL & SUSAN	3609 CREOLE WAY	HOLT	MI	48842

33-25-05-12-276-004	MCVEIGH, BRIAN G & KELLY O	3610 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-012	DAVIES, BARBARA A & ROBERT E	3619 CREOLE WAY	HOLT	MI	48842
33-25-05-12-276-003	ROBART, APRIL F TRUST	3620 CREOLE WAY	HOLT	MI	48842
33-25-05-12-256-003	ANDERSON, KARLA J	3629 CREOLE WAY	HOLT	MI	48842
33-25-05-12-251-015	PARENT, CHAD J & LAURA M	3630 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-021	DOYLE, RAYMOND E & MERLE B	3630 CREOLE WAY	HOLT	MI	48842
33-25-05-12-256-006	ONYEKWERE, ONYINYE AND	3630 TRIANON TRAIL	HOLT	MD	48842
33-25-05-12-251-016	POWERS, JAMES R & SUSAN Q	3633 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-256-007	SKELTON, THOMAS W AND	3633 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-251-014	BAKKEN, MARTIN AND	3640 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-020	GRIFFITHS, DONALD L & MARY E TRUST	3640 CREOLE WAY	HOLT	MI	48842
33-25-05-12-256-005	RIED, MICHAEL S & TRICIA L	3640 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-251-017	SIGGERS FAMILY TRUST	3641 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-256-002	MURRAY, JOSEPH D & CHRISTINA M	3641 CREOLE WAY	HOLT	MI	48842
33-25-05-12-256-008	MCCORMICK, JAMES W AND	3641 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-251-019	MAIER, GEORGE A & DEBORAH J	3650 CREOLE WAY	HOLT	MI	48842
33-25-05-12-256-010	HAMILTON, BRYAN & ANGELA	3650 DELL ROAD	HOLT	MI	48842
33-25-05-12-256-004	KRAUSE, AARON & RACHEL T	3650 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-256-001	TSAI, TI-DAO & HE, XIU-HONG	3651 CREOLE WAY	HOLT	MI	48842
33-25-05-12-256-009	ONOFRYTON, JERRY K	3651 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-251-013	JULIEN, RYAN M	3652 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-018	GRAFIUS, STEVEN E AND	3655 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-012	MONTVILLE, KENNETH F AND	3660 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-011	HERWALDT, TIMOTHY J & SUSAN L	3670 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-255-011	WESLEY, STEVEN R & VICKIE L	3670 DELL ROAD	HOLT	MI	48842
33-25-05-12-254-013	KELLY, DAVID A & CONSTANCE T	3670 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-255-005	GAMPER, KEVIN M	3677 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-254-012	KESSLER, WILHELM & NAOMI	3678 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-251-010	JOHNSON, PERRY M & YVONNE J	3680 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-254-001	HORTON, KENNETH D & TRENA L	3685 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-009	FITZPATRICK, BETTY L	3686 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-254-011	DURKEE, THOMAS A & ANDREA C	3690 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-255-004	MEDES, TIRSO & KRISTY	3691 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-251-008	KIFFER, KELLY M	3696 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-255-003	HARTFORD, PATRICK L & JANICE	3699 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-253-003	SHEWCHUK, THOMAS W & CONNIE	3705 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-007	SCHAFFER, JOHN J	3708 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-255-002	HARTZLER, JAMES P & PREETHA P	3711 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-253-013	MCTAGGART, MARILYN T	3712 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-253-002	MOGIS, ROBERT C & ESTHER M	3715 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-006	DIEHL, LISA TRUST	3716 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-255-006	DARGAN, THOMAS & SHIRLEY	3720 DELL ROAD	HOLT	MI	48842
33-25-05-12-255-001	GUETTLER, MICHAEL V & NANCY W	3721 TRIANON TRAIL	HOLT	MI	48842

33-25-05-12-253-012	LIERMAN, JOHN J & SUSAN K TRUST	3722 TRIANON TRAIL	HOLT	MI	48842
33-25-05-12-253-001	KEEP-SPARKS, LISA J	3725 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-005	MOORE, PATRICK D & JULIE A	3728 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-001	ZANDSTRA, BERNARD H AND	3734 BAYOU PLACE	HOLT	MI	48842
33-25-05-12-251-004	JOHNSON, JAMES S & SUSAN L	3740 ROYALE DRIVE	HOLT	MI	48842
33-25-05-12-252-001	SMITH, JUDITH A	3741 ROYALE DRIVE	HOLT	MI	48842

Resolution No. 2014-009

Exhibit B – Proposed Notice of Public Hearing

**NOTICE OF HEARING
DELHI TOWNSHIP RESIDENTS
TO THE OWNERS OF THE FOLLOWING PROPERTY:**

PARCEL NUMBER	PROPERTY ADDRESS		
		33-25-05-12-276-012	3619 CREOLE WAY
33-25-05-12-255-010	2769 FONTAINE TRAIL	33-25-05-12-276-003	3620 CREOLE WAY
33-25-05-12-252-005	2775 LAMOREAUX LANE	33-25-05-12-256-003	3629 CREOLE WAY
33-25-05-12-255-009	2779 FONTAINE TRAIL	33-25-05-12-251-015	3630 BAYOU PLACE
33-25-05-12-252-004	2785 LAMOREAUX LANE	33-25-05-12-251-021	3630 CREOLE WAY
33-25-05-12-253-014	2795 CHATEAU WAY	33-25-05-12-256-006	3630 TRIANON TRAIL
33-25-05-12-252-003	2795 LAMOREAUX LANE	33-25-05-12-251-016	3633 BAYOU PLACE
33-25-05-12-252-002	2805 LAMOREAUX LANE	33-25-05-12-256-007	3633 TRIANON TRAIL
33-25-05-12-253-007	2808 LAMOREAUX LANE	33-25-05-12-251-014	3640 BAYOU PLACE
33-25-05-12-253-011	2809 CHATEAU WAY	33-25-05-12-251-020	3640 CREOLE WAY
33-25-05-12-254-010	2809 FONTAINE TRAIL	33-25-05-12-256-005	3640 TRIANON TRAIL
33-25-05-12-254-005	2810 CHATEAU WAY	33-25-05-12-251-017	3641 BAYOU PLACE
33-25-05-12-253-010	2815 CHATEAU WAY	33-25-05-12-256-002	3641 CREOLE WAY
33-25-05-12-254-004	2816 CHATEAU WAY	33-25-05-12-256-008	3641 TRIANON TRAIL
33-25-05-12-253-006	2816 LAMOREAUX LANE	33-25-05-12-251-019	3650 CREOLE WAY
33-25-05-12-254-009	2819 FONTAINE TRAIL	33-25-05-12-256-010	3650 DELL ROAD
33-25-05-12-253-009	2825 CHATEAU WAY	33-25-05-12-256-004	3650 TRIANON TRAIL
33-25-05-12-254-003	2826 CHATEAU WAY	33-25-05-12-256-001	3651 CREOLE WAY
33-25-05-12-253-005	2826 LAMOREAUX LANE	33-25-05-12-256-009	3651 TRIANON TRAIL
33-25-05-12-254-008	2827 FONTAINE TRAIL	33-25-05-12-251-013	3652 BAYOU PLACE
33-25-05-12-253-008	2835 CHATEAU WAY	33-25-05-12-251-018	3655 BAYOU PLACE
33-25-05-12-254-007	2835 FONTAINE TRAIL	33-25-05-12-251-012	3660 BAYOU PLACE
33-25-05-12-254-002	2836 CHATEAU WAY	33-25-05-12-251-011	3670 BAYOU PLACE
33-25-05-12-253-004	2836 LAMOREAUX LANE	33-25-05-12-255-011	3670 DELL ROAD
33-25-05-12-251-003	2841 LAMOREAUX LANE	33-25-05-12-254-013	3670 TRIANON TRAIL
33-25-05-12-254-006	2847 FONTAINE TRAIL	33-25-05-12-255-005	3677 TRIANON TRAIL
33-25-05-12-251-002	2851 LAMOREAUX LANE	33-25-05-12-254-012	3678 TRIANON TRAIL
33-25-05-12-276-007	3569 CREOLE WAY	33-25-05-12-251-010	3680 BAYOU PLACE
33-25-05-12-276-008	3579 CREOLE WAY	33-25-05-12-254-001	3685 BAYOU PLACE
33-25-05-12-276-006	3580 CREOLE WAY	33-25-05-12-251-009	3686 BAYOU PLACE
33-25-05-12-276-009	3589 CREOLE WAY	33-25-05-12-254-011	3690 TRIANON TRAIL
33-25-05-12-276-010	3599 CREOLE WAY	33-25-05-12-255-004	3691 TRIANON TRAIL
33-25-05-12-276-005	3600 CREOLE WAY	33-25-05-12-251-008	3696 BAYOU PLACE
33-25-05-12-276-011	3609 CREOLE WAY	33-25-05-12-255-003	3699 TRIANON TRAIL
33-25-05-12-276-004	3610 CREOLE WAY	33-25-05-12-253-003	3705 BAYOU PLACE

33-25-05-12-251-007	3708 BAYOU PLACE	33-25-05-12-253-012	3722 TRIANON TRAIL
33-25-05-12-255-002	3711 TRIANON TRAIL	33-25-05-12-253-001	3725 BAYOU PLACE
33-25-05-12-253-013	3712 TRIANON TRAIL	33-25-05-12-251-005	3728 BAYOU PLACE
33-25-05-12-253-002	3715 BAYOU PLACE	33-25-05-12-251-001	3734 BAYOU PLACE
33-25-05-12-251-006	3716 BAYOU PLACE	33-25-05-12-251-004	3740 ROYALE DRIVE
33-25-05-12-255-006	3720 DELL ROAD	33-25-05-12-252-001	3741 ROYALE DRIVE
33-25-05-12-255-001	3721 TRIANON TRAIL		

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Delhi, Pursuant to PA 1954 No. 188, and acting on a proper petition signed by the record owners of more than fifty percent (50%) of the total benefitting properties and representing more than fifty percent (50%) of the total frontage upon the roads of the proposed special assessment district within the proposed special assessment district set forth in said petition intends to cause the following improvements:

On Bayou Place, Royale Drive, Chateau Way, Fontaine Trail, Trianon Trail and Lamoreaux Lane, strip sod/topsoil back min. 1' from road edge, crush, shape and apply 3.5", 2-course asphalt overlay, adjust manholes, add shoulder gravel as necessary. On Creole Way, which has curbs, the pavement would be milled down to allow paving of 3.5", 2-course asphalt, and

and to defray the costs thereof by special assessment against the properties specially benefitted thereby.

The Township Board has caused plans and cost estimates to be prepared and placed in the office of the Township Clerk for public examination.

If periodic re-determinations of the cost are necessary without a change in the special assessment district, such re-determinations may be made without further notice to record owners or to parties in interest as to said properties.

TAKE FURTHER NOTICE that the Township Board will meet on Tuesday, July 1, 2014, at 7:45 p.m. at the Community Service Center, 2074 Aurelius Road, Holt, Michigan, for the purpose of hearing objections to the petition, the improvements, or to the special assessment district consisting of the properties identified above.

Appearance and protest at the hearing is required in order to appeal the special assessment to the State Tax Tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance or protest by letter, and his or her personal appearance will not be required. Petitions contesting the assessment must be filed with the Michigan Tax Tribunal within thirty (30) days from the date the special assessment roll is confirmed.

Evan Hope, Township Clerk