

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JULY 1, 2014**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, July 1, 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 (arrived 6:47 p.m.), John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

BUSINESS

GOALS AND OBJECTIVES

The Board continued their discussion from the June 10, 2014 Board meeting on the Board Goals and Objectives.

Clerk Hope stated that he would like to see the Board take what was discussed at the June 10, 2014 Board meeting and group it under Items 1-6 as they see fit, keeping it more broad, with major goals and visioning.

Supervisor Davis stated that he would like to see more work on the IT infrastructure and on the branding of Holt. Delhi's non-motorized trail system and Delhi's GIS system were also discussed.

Discussion was held on creating a position to act as a liaison between the Township and the community. The position could coordinate festivals and events, work with the Friends of the Trails, area service groups, etc. The position could act as a social medial coordinator to oversee the Township website, social media, etc.

Clerk Hope stated that when you compare the Holt Hometown Festival, which is run entirely by volunteers, and another community that is paying an individual to coordinate an event, you will get different results. Clerk Hope further commented that discussion has been held regarding Cedar Street and if Cedar Street is to happen, additional events need to be held in the triangle area in addition to Music in the Garden, the Moonlight Movies and the Holt Hometown Festival.

Clerk Hope stated that he likes what the Board did with this year's Goals and Objectives. Clerk Hope suggested focusing on this year's items first then try including previous goals as they are all good items and just need to be grouped. Some goals can be accomplished in a year, some will take longer.

Trustee Warfield expressed her concern with creating a new position as downsizing has taken place within the Township.

Trustee Hayhoe stated that this position could be looked at as helping out other departments within the Township by transferring some of their duties to this position.

Trustee Harmon stated that if the Board gives direction on what they would be looking for in this position, the Board could direct the Assistant Township Manager of Human Resources to research such a position and report back to the Board.

SUBJECT TO APPROVAL

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Clerk Hope stated that he views the position as one that could do updates on the sign, website maintenance, social media, coordinate the newsletter; a position such as a communications and social media coordinator. The position would be overseen by the Township Clerk and could help bridge the Township and public on what's going on in the Township. This person could also be the hub for events such as the POTW and Fire Department Open Houses and branch out to other events hosted by area service clubs and non-profits in Delhi Township.

It was suggested that the position could possibly be funded by the Township until the DDA is phased out at which time it could be funded by the Holt Community Connect 501(c)(6) group.

Twp. Mgr. Elsinga distributed a copy of a draft of the 2015 Budget Assumptions/Employee Payroll and Benefit Costs for the Board to review (ATTACHMENT I).

Twp. Mgr. Elsinga gave an overview of the wage rate increases. Twp. Mgr. Elsinga stated that over the past five years or so, the cost of living has increased approximately 9.0% and the Township has contributed approximately 4.0% in rate increases. Twp. Mgr. Elsinga is recommending to the Board that the Township give a 1.4% cost of living increase in addition to a 1.0% catch up provision and to continue with the catch up provision annually until the gap which was created over the past couple of years is narrowed. This will put employees back on a good pay scale and enable the employee to offset some of their increased health care costs.

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 7:29 p.m.

Date: July 15, 2014

Evan Hope, Township Clerk

Date: July 15, 2014

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

2015 BUDGET ASSUMPTIONS EMPLOYEE PAYROLL AND BENEFIT COSTS

EMPLOYEE WAGES: 2.4% cost of living increase

FICA (SOCIAL SECURITY AND MEDICARE):

Rate is 7.65% of actual gross payroll (including auto allowance and cash in-lieu-of health/dental coverage)

Note: Part-time employees participating in ICMA 457 Deferred Compensation pay only 1.45% of gross payroll

HEALTH INSURANCE: Estimated Rate Increase 1/1/2015 - 7.5%

	Monthly Premium 2014	Monthly Premium 2015	Monthly In-Lieu-of 2015
Single Coverage	\$404.46	\$434.79	\$350.00
2-Party Coverage	\$970.72	\$1,043.52	\$350.00
Family Coverage	\$1,213.40	\$1,304.41	\$350.00

	Annual Premium 2014	Annual Premium 2015	Annual In-Lieu-of 2015
Single Coverage	\$4,853.52	\$5,217.48	\$4,200.00
2-Party Coverage	\$11,648.64	\$12,522.24	\$4,200.00
Family Coverage	\$14,560.80	\$15,652.92	\$4,200.00

2014: \$0 Annual ER contribution to Health Savings Account

2015: \$0 Annual ER contribution to Health Savings Account

HSA Account Fees: \$35.90 per person per year.

RHS (Retirement Health Savings Plan): \$1,250/year; \$48.07/bi-weekly

DENTAL INSURANCE: Estimated Rate Increase 1/1/2015 - 7.5%

	Monthly Premium 2014	Monthly Premium 2015	Monthly In-Lieu-of 2015
Single Coverage	\$42.81	\$46.02	\$35.00
2-Party Coverage	\$80.24	\$86.26	\$35.00
Family Coverage	\$133.19	\$143.18	\$35.00

	Annual Premium 2014	Annual Premium 2015	Annual In-Lieu-of 2015
Single Coverage	\$513.72	\$552.24	\$420.00
2-Party Coverage	\$962.88	\$1,035.12	\$420.00
Family Coverage	\$1,598.28	\$1,718.16	\$420.00

LIFE INSURANCE: Rate is \$5.10 per \$1,000 of base annual wages rounded to the nearest \$1,000

DISABILITY INSURANCE: Rate is \$0.76 per \$100 of base annual wages

PENSION:

Full-time employees - 10% of base annual wages

Part-time employees participating in ICMA 457 Deferred Compensation - 3% of Gross wages

WORKER'S COMPENSATION:

CLASS CODE	CLASS DESCRIPTION	RATE PER \$100 OF PAYROLL
7380	Ambulance Drivers/Attendants	\$ 3.85
9015	Building Operations	\$ 3.66
9220	Cemetery Operations	\$ 3.37
8810-1	Clerical-Office	\$ 0.43
8810-2	Elected Officials	\$ 0.22
7704-1	Fire Department	\$ 3.95
7704-2	On-Call/Volunteer Firefighters	\$ 7.34
9410	Municipal Employees	\$ 1.02
9102	Parks & Recreation	\$ 2.82
7580	Sewer Operations	\$ 2.31
5509	Street Operations	\$ 6.73

DELHI CHARTER TOWNSHIP 2015 BUDGET

Historical Wage Rate Increases

Budget	CPI* Increase	Market Increase	Total Wage Increase	Increased based on:	
1998	3.0%		3.0%	composite average	
1999	2.5%		2.5%	1997 CPI	
2000	2.2%	3.2%	5.4%	1998 CPI	
2001	2.6%		2.6%	1999 CPI	
2002	3.6%		3.6%	2000 CPI	
2003	2.7%		2.7%	2001 CPI	
2004	2.6%		2.6%	2002 CPI	
2005	2.0%		2.0%	2003 CPI	
2006	1.6%	1.0%	2.6%	2004 CPI	
2007	3.2%		3.2%	2005 CPI	
2008	2.9%		2.9%	2006 CPI	
2009	1.9%		2.0%	2007 CPI	
2010	2.7%		0.0%	2008 CPI	
2011	-0.8%		0.0%	2009 CPI	
2012	1.1%		2.0%	2010 CPI	
2013	3.6%		0.0%	2011 CPI	
2014	2.6%		2.6%	2012 CPI	
2015	1.4%	1.0%	2.4%	2013 CPI	

*CPI is the Consumers's Price Index for all urban customers for Detroit, Ann Arbor, Flint Area.

Impact of Proposed 2015 Wage Increase**

	2014	1%		2.4% Increase
	Wages	Increase		
General Fund	\$ 1,535,663	\$ 15,357		\$ 36,856
Fire	\$ 1,011,916	\$ 10,119		\$ 24,286
Sewer Fund	\$ 1,275,035	\$ 12,750		\$ 30,601
Total		\$ 38,226		\$ 91,743

**The cost to the various funds for across-the-board wage increases is first calculated using a 1% increase for simplicity and then the impact of the 2.4% CPI is calculated. The impact includes gross wages, FICA, pension, life insurance, disability insurance, and workers' compensation costs. This excludes contract employees, DDA, election workers, volunteer paid on-call fire, seasonal, boards and commissions, and certain per diem employees.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 1, 2014**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, July 1, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:32 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: None

COMMENTS FROM THE PUBLIC – None

CAPITAL AREA DISTRICT LIBRARY – HOLT/DELHI BRANCH UPDATE

Jolee Hamlin, Head Librarian, Capital Area District Library-Holt/Delhi Branch, gave a brief overview of events that took place at the Capital Area District Library-Holt/Delhi Branch in 2013 and of upcoming events in 2014.

PUBLIC HEARING – 7:45 P.M.

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

Hope moved to open the Public Hearing on Road Improvement Special Assessment District on Lamoreaux No. 3 and Woodland Estates Subdivisions.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

Tracy Miller, Director of Community Development, gave a brief explanation on how local road improvements take place in the Township and the role of the Township. Ms. Miller stated that the Township's role in these improvements is to facilitate the Special Assessment District. Once a request is received for the improvement, the Township contacts the Ingham County Road Department to inform them that a neighborhood is interested in pursuing a road improvement. The Road Department will generate cost estimates based on their examination of the roads in the neighborhood

Ms. Miller stated that a public information meeting was held where the Township explained the Special Assessment District process and the Road Department talked about the different levels of road fixes and the estimated costs for the fixes. A number of neighbors present at this meeting obtained, circulated and returned petitions. The Township verified the owner's signatures which represented 55% of all of the property owners and 53% of the front footage along the affected roadways (more than 50% is required in order to move forward with the process).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 1, 2014**

This evening's public hearing is to determine a need and necessity for the road improvement. If the need and necessity is determined valid, the next step will be to set a public hearing on the special assessment roll. Ms. Miller stated that the Road Department implements the project and the Township pays the Road Department with the funds collected from the special assessment district through a road agreement.

Ms. Miller stated sometimes during these improvement processes, the Township only has project estimates that are prepared by the Road Department; however, during the information meeting, residents voiced that they would like the project finished before this winter. With this information, the Road Department added this project as an addendum to a bid that they had already put out. Bid costs were received by the Township this afternoon from the Road Department. Ms. Miller distributed a copy of the bid costs to the Board (ATTACHMENT I).

Ms. Miller stated that the Road Department originally estimated the cost at \$244,000; however, the bids came in at \$342,974.50. Bill Conklin, Managing Director, Ingham County Road Department, communicated to the Township the he included a number of contingency line items for quantities that he believe exceed what will be required for the project which attribute for a portion of the increased estimate. Mr. Conklin estimated that the cost would be closer to \$300,000.

Ms. Miller stated that a special assessment roll has been compiled to represent the \$342,974.50 cost. The original discussion was that the special assessment roll would be established for 15 years at a rate of 5%; however, the district could be established for a 20 year period at a 4% rate. If the cost comes in lower, the roll would be adjusted.

Pat Hart, 3699 Trianon Trail – questioned the costs and if the petition would need to be re-circulated with the new bid cost.

Barbara Davies, 3619 Creole Way – questioned the need for this road project.

Michael Henderson, 3599 Creole Way – questioned the length of the special assessment from 15 to 20 years on a 15 year life expectancy of the road.

Motion to Close Public Hearing – 8:08 p.m.

Hope moved to close the public hearing.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

CAPITAL AREA DISTRICT LIBRARY – HOLT/DELHI BRANCH UPDATE – cont'd

Jolee Hamlin, Head Librarian, Capital Area District Library-Holt/Delhi Branch, continued with the Capital Area District Library-Holt/Delhi Branch report.

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of June 17, 2014
- B. Approval of Minutes –Regular Meeting of June 17, 2014

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 1, 2014**

- C. Approval of Minutes – Goals and Objectives Meeting of June 10, 2014
- D. Approval of Minutes – Joint DDA Meeting of April 29, 2014
- E. Approval of Claims – June 24, 2014 (ATTACHMENT II)
- F. Approval of Payroll – June 19, 2014 (ATTACHMENT III)

Harmon moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

NEW BUSINESS

2015-2020 DELHI CHARTER TOWNSHIP CAPITAL IMPROVEMENTS PLAN

The Board reviewed memorandums dated June 26, 2014 from Twp. Mgr. Elsinga and June 24, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT IV).

Sweet moved to accept the 2015-2020 Delhi Charter Township Capital Improvements Plan, as recommended by the Planning Commission at their June 23, 2014 meeting.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

RESOLUTION NO. 2014-010 – NEED AND NECESSITY – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT - LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS

The Board reviewed a memorandum dated June 25, 2014 from Twp. Mgr. Elsinga (ATTACHMENT V).

Hayhoe moved to adopt Resolution No. 2014-010, which is the third of five resolutions, which determines the need and necessity for a Special Assessment District for Lamoreaux No. 3 and Woodland Estates Subdivisions Road Improvements and directs the Supervisor to prepare the Special Assessment Roll.

Trustee Hayhoe stated that the Board's role is to represent the residents and more than fifty percent of the residents signed the petition in favor of this project.

Trustee Ketchum stated that the residents opted for the most expensive option for the road improvement. Twp. Mgr. Elsinga stated that the Road Department recommended this option because of the condition of the road which would allow the road to last the longest.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 1, 2014**

Trustee Warfield asked how many signatures, over the needed 50% were collected. Ms. Miller stated that 55.4% of the property owners, representing 53% of the road footage signed the petition.

Clerk Hope stated that he does not recall a bid coming in this high over the given estimate and wondered if the residents would have declined signing the petition if the given estimate was closer to the bid price. Clerk Hope further stated that he wonders if another year would make that much of a difference in the road repair and he stated that he would feel more comfortable having the petition re-circulated with the bid cost represented. Ms. Miller stated that if the Board decided against this need and necessary, the process could begin again from the start next year.

Trustee Warfield asked if the Board approves this item is there a possibility that it could come in upon completion at a higher than bid cost?

Trustee Harmon stated that he agrees with Clerk Hope and additionally stated that with only 55% of the residents signing the petition it does not prove to him to be a mandate to repair the roads as he is not certain how the petition was presented to the residents; if the costs were presented.

Ms. Miller stated that the petition described the road improvement and the estimated total cost of \$244,000.

Trustee Harmon asked if there is, during the petition distribution, a requirement that all affected residents had to be approached. Ms. Miller stated that there is not.

Supervisor Davis stated that he is opposed to approving this improvement due to the estimated cost that was presented to the residents and felt that it should be circulated again with the bid cost.

Trustee Ketchum suggested that the residents may not have known exactly how much their yearly cost would have been.

Trustee Warfield stated that the residents submitted signed petitions to the Township for repair of their roads and if the Board does not approve this item and the residents decide to submit petitions again next year there is a risk of the project cost increasing more than it already is.

Supervisor Davis stated that there will be another Public Hearing and questioned if at that point the project could be stopped. Twp. Mgr. Elsinga stated that the improvement will move forward if the Board votes in favor of the need and necessity tonight. The next Public Hearing is to approve the special assessment roll.

Treasurer Sweet questioned who would want to circulate petitions for this project again in the future if the Board votes it down.

Mike Hamilton, 4541 Sycamore Street, Holt, commented on postponing this item.

Barbara Davies, 3619 Creole Way, commented on the condition of other roads in the Township.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Davis, Hayhoe, Ketchum

Nay: Harmon, Hope

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 1, 2014**

RESOLUTION NO. 2014-011 – SET PUBLIC HEARING – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT - LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS

The Board reviewed a memorandum dated December 11, 2009 from Twp. Mgr. Elsinga (ATTACHMENT VI).

Hayhoe moved to adopt Resolution No. 2014-011, which is the fourth of five resolutions which creates a special assessment district and roll for road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions and sets a public hearing July 15, 2014 at 7:45 p.m. to hear objections to the same.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

REPORTS

TREASURER

Treasurer Sweet stated that the Summer Property Taxes have been mailed out.

Treasurer Sweet reported that his office received State Revenue Sharing for the period of March/April 2014 in the amount of \$328,771.00. This is an increase of \$41,512.00 from the January/February 2014 period and an increase of \$16,085.00 from the March/April 2013 period. The Treasurer's Office also received \$7,279.00 for the Economic Vitality Incentive Program (EVIP) for the March/April 2014 period.

CLERK

Clerk Hope stated that a ribbon cutting ceremony for the amphitheatre shade sails will be held on July 8, 2014.

The Music in the Gardens concert series begins July 10, 2014.

TRUSTEES

TRUSTEE KETCHUM

Trustee Ketchum reported the Holt-Delhi Historical Society's tour of Pioneer Cemetery to be held on July 13, 2014.

LIMITED PUBLIC COMMENTS – Mike Hamilton, 4541 Sycamore – commented on the Pioneer Cemetery and questioned when Sycamore Street project would be completed.

ADJOURNMENT

Meeting adjourned at 8:59 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 1, 2014**

Date: July 15, 2014

Evan Hope, Township Clerk

Date: July 15, 2014

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**NEW ITEM VII – DELHI TOWNSHIP STREETS TO BE
CRUSHED & SHAPED AND ASPHALT RESURFACED**
Packet #82-14 Local and Primary Road Surfacing

The streets shown highlighted in the aerial photo below are to be crushed and shaped as specified herein prior to the remaining work specified in this Item.

The streets shown highlighted in the aerial photo below shall be crushed and shaped as specified above under Special Provision 23. Prior to crushing and shaping, all vegetation and topsoil shall be removed from the shoulders for a width of 1.5 ft. on each side outside of existing pavement included in the pay item and pay limits for crushing and shaping. Measure and pay limits for crushing and shaping will be 1.5 ft outside existing pavement to 1.5 ft outside existing pavement.

Existing pavement thicknesses per recent coring are attached.

Remove excess crushed material so as to have final shaped base grade be 3.5 inches below existing pavement elevation or as directed by Engineer to allow for paving of proposed 3.5 inch HMA 13A pavement at existing pavement elevation paid for separately as MATERIAL, SURPLUS & UNSUITABLE, REMOVE, LM, which is measured and paid for by CYD as provided in MDOT 2012 STANDARD SPECIFICATIONS, Section 305. Existing gutters and approaches are to be generally matched as directed by engineer who will stake line and grade for control as necessary.

Cold milling, Type 3, 3 inch uniform depth, is being bid as an alternate for the curbed section of Creole Way which may directed by the Engineer to be done on the curbed section of Creole Way, approximately 3600 SYD, if found more cost effective rather than crushing, shaping and removing excess crushed material from the curbed section of Creole Way. Bid quantities for HMA Crush and Shape and MATERIAL, SURPLUS & UNSUITABLE, REMOVE, LM include those for the curbed section of Creole Way, but would be reduced by those amounts, approximately 3600 SYD, on the curbed section of Creole Way if the Engineer directs Cold Milling, Type 3, 3 inch uniform depth, to be done on the curbed section of Creole Way.

Deliver all excess crushed material and any/all millings from this project to the Ingham County Road Department Metro Yard at 5613 Aurelius Road, Lansing, MI 48911.

Subgrade Undercutting, Type 1, quantity is miscellaneous items to be used only as directed and is subject to adjustment for actual conditions encountered. Backfill for subgrade undercutting shall be crushed material from the project.

The streets in this project item are then to have the following work items done as shown on the table below and/or as directed by the engineer, and as specified in the applicable special provisions above.

The plan quantities for the following work items are approximate, and final quantities for these work items will be as directed by the Engineer as found necessary: Reconstruct Manhole; Replace Curb & Gutter; Adjust Utility Valve Box, Shoulder, CI III, 4 inch, HMA Approach.

Bid quantity for HMA 13A reflects 220 pounds per square yard for leveling and 165 pounds per square yard for topping, plus some contingent amount for each.

Place Shoulder, Class III with salvaged material and/or 23A aggregate as directed by the Engineer on roads with aggregate shoulders.

**NEW ITEM VII – DELHI TOWNSHIP STREETS TO BE
CRUSHED & SHAPED AND ASPHALT RESURFACED**
Packet #82-14 Local and Primary Road Surfacing

<u>WORK ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>PRICE</u>	<u>AMOUNT</u>	
Dr Structure, Temp Lowering	Each	24	<u>222.00</u>	<u>5,328.00</u>	✓
HMA Crushing & Shaping	SYD	19,100	<u>2.00</u>	<u>38,200.00</u>	✓
Material, Surplus & Unsuitable, Remove, LM	CYD	2,300	<u>8.36</u>	<u>19,228.00</u>	✓
Cold Milling HMA Surface, Type 3	SYD	3600	<u>2.64</u>	<u>9,504.00</u>	✓
Subgrade Undercutting, Type 1	SYD	300	<u>9.29</u>	<u>2,787.00</u>	✓
Adjust Casting, Case 1	Each	24	<u>320.00</u>	<u>7,680.00</u>	✓
Reconstruct Manhole	VFT	24	<u>219.00</u>	<u>5,256.00</u>	✓
Adjust Utility Valve Box	Each	10	<u>294.00</u>	<u>2,940.00</u>	✓
Replace Curb & Gutter	LFT	50	<u>55.00</u>	<u>2,750.00</u>	✓
HMA, 13A Topping	TON	1500	<u>58.43</u>	<u>87,645.00</u>	✓
HMA, 13A Leveling	TON	2000	<u>56.65</u>	<u>113,300.00</u>	✓
HMA, 13A Approach	TON	450	<u>90.57</u>	<u>40,756.50</u>	✓
Shoulder, CI III, 4 inch	SYD	1900	<u>4.00</u>	<u>7,600.00</u>	✓

ITEM VII TOTAL AMOUNT \$ 342,974.50 ✓

ACCOUNTS PAYABLE APPROVAL

June 24, 2014

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated June 24, 2014 numbered 87212 thru 87304 & ACH 3055 thru 3070. Every invoice has a payment authorizing signature(s).

Dated: June 24, 2014

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated June 24, 2014 show payments made from the following funds:

General Fund	\$	199,692.37
Fire Fund		68,846.63
Police Fund		199,237.50
Fire Equip. & Apparatus Fund		27,431.67
Downtown Development Fund		2,005.22
Sewer Fund		90,147.59
Local Site Remediation Fund		16,751.96
Trust & Agency Fund		4,818.00
Grand Total	\$	<u>608,930.94</u>

Includes the following to be reimbursed from separate bank accounts:

Employee Flexible Spending Acct.	\$	576.90
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Dated: June 24, 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. (\$10,656.33 Hubbell, Roth & Clark for Eifert Rd Force Main Engineering, 3/18/14, \$15,00.00 Leap, Inc for 2014 membership, 6/17/14, \$89,525.00 Miracle Recreation Equipment for Shade Sail System, 1/21/14, **\$23,500.00 Spartan Chassis for Emergency Engine Rebuild)

Dated: June 24, 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 July 1, 2014 a motion was made by _____ and passed by ___yes votes and ___no votes (____absent) that the list of claims dated June 24, 2014, was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 06/12/2014 - 06/24/2014

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
SBAM PLAN	RETIREEES HEALTH INSURANCE JULY	129.10
MICHIGAN MUNICIPAL LEAGUE	WORKERS COMP 7/1/14-6/30/15	14,388.00
CITY OF MASON	MAY STANDBY FEE	364.96
CITY OF MASON	FIRE RUN CEDAR & COLLEGE	600.00
MERIDIAN TOWNSHIP FIRE	MAY INVOICE FOR ALAIEDON TOWNSHIP	1,140.41
	Total For Dept 000.00	16,622.47
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	TRUSTEES LIFE INSURANCE JULY	25.50
LEAP, INC.	2014 MEMBERSHIP DUES	15,000.00
	Total For Dept 101.00 LEGISLATIVE	15,025.50
Dept 171.00 MANAGER		
SBAM PLAN	HEALTH INSURANCE JULY	2,326.01
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	295.46
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	94.77
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	140.81
MICHIGAN ECONOMIC DEVELOP	2014 MEMBERSHIP DUES/ELSINGA	270.00
WENDY L THIELEN	6/6/14 MILEAGE/THIELEN	70.91
DELHI TOWNSHIP TREASURER	PARKING/THIELEN	6.00
	Total For Dept 171.00 MANAGER	3,203.96
Dept 191.00 ACCOUNTING		
SBAM PLAN	HEALTH INSURANCE JULY	429.14
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	43.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	33.66
H.J. UMBAUGH & ASSOCIATES	CONTINUING DISCLOSURE REPORT	450.00
	Total For Dept 191.00 ACCOUNTING	978.40
Dept 215.00 CLERK		
SBAM PLAN	HEALTH INSURANCE JULY	2,749.73
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	257.80
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	65.45
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	98.05
DELHI TOWNSHIP TREASURER	MI NOTARY LAW BOOK/FINCH	16.50
	Total For Dept 215.00 CLERK	3,187.53
Dept 228.00 INFORMATION TECHNOLOGY		
SBAM PLAN	HEALTH INSURANCE JULY	1,027.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	80.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	50.57
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	75.15

AD-INK & TONER SUPPLY	HP LASERJET TONER/TEBEAU	89.99
APPLICATION SPECIALIST KO	ANTI SPAM & VIRUS JULY	270.00
DELHI TOWNSHIP TREASURER	POSTAGE TO RETURN FAILED CHARTER	6.95
Total For Dept 228.00 INFORMATION TECHNOLOGY		1,601.15

Dept 253.00 TREASURERS		
SBAM PLAN	HEALTH INSURANCE JULY	1,292.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	214.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	43.77
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	64.93
D & K INVESTIGATIVE SERVICES	SERVICE OF SMALL CLAIMS	87.84
BRINK'S INCORPORATED	BRINKS SERVICES/JUNE	641.41
JCR BUSINESS EQUIPMENT	TYPEWRITER REPAIR/TEBEAU	138.00
Total For Dept 253.00 TREASURERS		2,483.51

Dept 257.00 ASSESSING		
SBAM PLAN	HEALTH INSURANCE JULY	1,292.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	348.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	70.97
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	105.56
MARSHALL & SWIFT/BOECKH	MARSHALL SWIFT VALUATION SERVICE	569.20
NICOLE HUDSON	6/18/14 MILEAGE/HUDSON	42.52
Total For Dept 257.00 ASSESSING		2,429.81

Dept 262.00 ELECTIONS		
PRINTING SYSTEMS, INC.	2,000 VOTER ID CARDS & FREIGHT	290.65
DELHI TOWNSHIP TREASURER	POSTAGE PERMIT 615	20.00
ELECTION SOURCE	CHANGE 11 MEMORY PACK BATTERIES	649.00
Total For Dept 262.00 ELECTIONS		959.65

Dept 265.00 BUILDING & GROUNDS		
SBAM PLAN	HEALTH INSURANCE JULY	1,198.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	158.33
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	33.34
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	49.55
LANSING ICE & FUEL CO	GASOLINE BUILDING & GROUNDS	207.06
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS	619.73
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	420.00
ACE HARDWARE	2 KEYS	3.38
ACE HARDWARE	SPATULA & TONGS	13.98
HUBBELL, ROTH & CLARK, INC	CSC EMGERGENCY GENERATOR	150.30
Total For Dept 265.00 BUILDING & GROUNDS		3,829.50

Dept 276.00 CEMETERY		
SBAM PLAN	HEALTH INSURANCE JULY	465.43
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	61.47
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	12.94
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	19.24
LANSING ICE & FUEL CO	GASOLINE CEMETERY	80.39
SUPERIOR SAW	HELMET/2 BOXES FILES/8 WEDGES	172.91
ACE HARDWARE	4 SPRAY PAINT	15.96
GRANGER	MONTHLY DUMPSTER SERVICE	76.00
Total For Dept 276.00 CEMETERY		904.34

Dept 281.00 STORMWATER		
SBAM PLAN	HEALTH INSURANCE JULY	409.01
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	54.02
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	11.38
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	16.90
LANSING ICE & FUEL CO	GASOLINE STORMWATER	70.64
HUBBELL, ROTH & CLARK, INC	STORMWATER PERMIT ENGINEERING	67.65
FEDEX	SHIPPING GREEN DRAIN DOCUMENTS	24.10
	Total For Dept 281.00 STORMWATER	653.70

Dept 446.00 INFRASTRUCTURE		
C2AE	DELHI TWP ADA TRANSITION PLAN	3,895.00
HUBBELL, ROTH & CLARK, INC	RAMS TRAIL PLANS & SPECIFICATIONS	7,505.67
DELHI TOWNSHIP TREASURER	RECORD RAM TRAIL EASTMENT	33.30
DELHI TOWNSHIP TREASURER	RECORD RAM TRAIL EASEMENT	23.00
DELHI TOWNSHIP TREASURER	RECORD RAM TRAIL EASEMENT	33.30
DELHI TOWNSHIP TREASURER	RECORD RAM TRAIL EASEMENT	33.30
	Total For Dept 446.00 INFRASTRUCTURE	11,523.57

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
SBAM PLAN	HEALTH INSURANCE JULY	5,340.81
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	606.71
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	139.81
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	208.36
LANSING ICE & FUEL CO	GASOLINE COMMUNITY DEVELOPMENT	138.76
CRAIG MITCHELL SMITH GLASS	SCULPTURE FOR FARMER'S MARKET	5,000.00
ASSOCIATED GOVERNMENT	AGS PAYROLL 5/16-6/15/2014	2,188.00
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS MAY	126.40
CANON FINANCIAL SERVICES	CANON LEASE PAYMENT MARCH-MAY	852.16
SCHAFFER'S INC.	MOWING 1911 HALL	34.50
SCHAFFER'S INC.	MOWING 1931 DEAN	51.75
SCHAFFER'S INC.	MOWING VACANT LOT ON WILLOUGHBY	69.00
SCHAFFER'S INC.	MOWING 4443 HARDING	34.50
SCHAFFER'S INC.	MOWING 1308 YARROW	34.50
SCHAFFER'S INC.	MOWING 1218 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 2079 CEDAR	51.75
SCHAFFER'S INC.	MOWING 2186 COOLRIDGE	51.75
SCHAFFER'S INC.	MOWING 1881 HEATHERTON	69.00
SCHAFFER'S INC.	MOWING 3769 CALYPSO	43.13
SCHAFFER'S INC.	MOWING VACANT LOT ON WILLOUGHBY	69.00
SCHAFFER'S INC.	MOWING 1246 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1236 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1228 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1192 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1184 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1180 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1185 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 1179 WILDFLOWER	34.50
SCHAFFER'S INC.	MOWING 5054 HOLT	34.50
SCHAFFER'S INC.	MOWING CORNER HOLT & EIFERT ROAD	34.50
SCHAFFER'S INC.	MOWING SCHOOLCRAFT VACANT LOT	34.50
SCHAFFER'S INC.	MOWING 2029 PHILLIPS	51.75
SCHAFFER'S INC.	MOWING 6308 BISHOP	103.50

SCHAFFER'S INC.	MOWING 2041 ADELPHA	51.75
SCHAFFER'S INC.	MOWING 5065 O'CONNOR	51.75
SCHAFFER'S INC.	MOWING 4227 WATSON	60.38
SCHAFFER'S INC.	MOWING 2128 DEAN	43.13
SCHAFFER'S INC.	MATERIAL-LABOR TO PADLOCK DOORS	136.51
SCHAFFER'S INC.	MOWING 4047 PHEASANT	51.75
SCHAFFER'S INC.	MOWING 4521 GROVE	51.75
MARK BURLEY EXCAVATING	ABANDONED SEPTIC TANK - 5054 HOLT	725.00
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		16,851.16

Dept 752.00 PARKS ADMINISTRATION

SBAM PLAN	HEALTH INSURANCE JULY	858.28
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	86.14
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	47.17
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	70.35
AD-INK & TONER SUPPLY	BLACK & COLOR CARTRIDGE/VALHALLA	62.98
HOLT PUBLIC SCHOOLS	PRINTING KIDS DAY FLYERS	88.11
Total For Dept 752.00 PARKS ADMINISTRATION		1,213.03

Dept 771.00 PARKS

LANSING ICE & FUEL CO	GASOLINE PARKS	1,701.50
MENARDS LANSING SOUTH	ERGONOMIC GUN	47.99
MENARDS LANSING SOUTH	SPRAY TIP	6.99
ACE HARDWARE	1 ADAPTERHOSE	7.49
ACE HARDWARE	AAA BATTERIES 12 PACK	9.99
ACE HARDWARE	(2) 9V BATTERIES	15.98
SAM'S CLUB DIRECT	8 DRUM LINERS	165.44
AMERICAN RENTAL	PORTABLE TOILETS/KIDS DAY	280.00
GRANGER	MONTHLY DUMPSTER SERVICE	150.00
MODEL COVERALL SERVICE	UNIFORM PANTS	56.31
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS #PARK	241.92
BOARD OF WATER & LIGHT	WATER 1750 MAPLE	22.72
BOARD OF WATER & LIGHT	WATER 2108 CEDAR	238.52
BOARD OF WATER & LIGHT	WATER 2287 PINE TREE	43.90
BOARD OF WATER & LIGHT	WATER 4030 KELLER	88.31
BOARD OF WATER & LIGHT	WATER 4050 KELLER	134.80
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	161.00
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	49.70
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	118.30
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	28.70
ACE HARDWARE	1.5 MISC. MDSE.	7.50
ACE HARDWARE	15 MISC. MDSE.	19.35
ACE HARDWARE	8 MISC. MDSE.	3.12
MARK'S LOCK SHOP, INC	REPAIR LOCK ON FAMILY RESTROOM	85.00
MENARDS LANSING SOUTH	PIPE/ANGLE/PAINT	75.85
MENARDS LANSING SOUTH	WOOD/WASHER/HEX BOLTS/FLANGE	32.15
MENARDS LANSING SOUTH	2 HINGES/2 LATCHES	27.80
MENARDS LANSING SOUTH	LUMBER	86.52
PARRY BROTHERS REFRIGER	ICE MACHINE LABOR/SENIOR CENTER	92.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
SAFETY SYSTEMS, INC	QTRLY MONITORING/2108 CEDAR	90.00
JP SIGNS & GRAPHICS	12 SIGNS	299.40

LOWE'S CREDIT SERVICES	11 PLANTS	31.13
LOWE'S CREDIT SERVICES	1 PLANT	2.83
LOWE'S CREDIT SERVICES	FLOWERS/PLANT FOOD/TROWEL/PRUNER/	160.76
MENARDS LANSING SOUTH	WAND & PERENNIAL RYE SEED	33.47
BRADY LAWN EQUIPMENT	4 DECK KNOBS	8.48
BRADY LAWN EQUIPMENT	2 BOLTS & 2 WASHERS	10.80
BRADY LAWN EQUIPMENT	5 BLADES	16.30
BRADY LAWN EQUIPMENT	2 BEARINGS/1 BELT	41.00
BRADY LAWN EQUIPMENT	PUSH ARM ASSEMBLY/SCAG	155.63
GRAINGER	WATER SYSTEM PUMP	135.90
SUPERIOR SAW	IGNITION PART	73.34
SPARTAN DISTRIBUTORS	4 WASHERS/2 DUST CAPS/2 LOCK NUTS	34.28
SPARTAN DISTRIBUTORS	BELT/ROLLERS/CAPSCREW/SPACERS	247.08
SPARTAN DISTRIBUTORS	WASHERS/NUTS/BEARINGS/FREIGHT	174.33
SPARTAN DISTRIBUTORS	7 BLADES/FREIGHT	157.46
TASMANIAN TIRE CO.	2 TIRES/SCAG	168.26
THE PARTS PLACE	BATTERY	44.09
THE PARTS PLACE	2 QTS 15W50 OIL	11.98
FRANKIE D'S AUTO & TRUCK	P.S. PIMP/2 BELTS/LABOR/#50	410.00
SPARROW OCC HEALTH	PHYSICALS - SEASONAL	310.50
MIRACLE RECREATION EQUIP	AMPHITHEATER SHADE SAIL SYSTEM	89,525.00
	Total For Dept 771.00 PARKS	96,400.87

Dept 774.00 RECREATION		
SBAM PLAN	HEALTH INSURANCE JULY	429.14
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	43.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	33.66
ACE HARDWARE	1 WHITE STRIPING PAINT	8.49
ACE HARDWARE	2 WHITE STRIPING PAINT	16.98
ACE HARDWARE	1 WHITE STRIPING PAINT	8.49
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
	Total For Dept 774.00 RECREATION	662.36

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE	RETIRES LIFE INSURANCE JULY	32.40
SBAM PLAN	RETIRES HEALTH INSURANCE JULY	5,823.59
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	486.94
MEDICAL MANAGEMENT SYST	AMBULANCE BILLING FEES MAY	3,819.17
MICHIGAN MUNICIPAL RISK	2014 PROPERTY/LIABILITY INSURANCE	10,731.38
DELHI TOWNSHIP TREASURER	REFRESHMENTS/EMPLOYEE MEETING	11.78
DELHI TOWNSHIP TREASURER	GOALS/OBJECTIVE REFRESHMENTS	18.74
DELHI TOWNSHIP TREASURER	REFRESHMENTS/EMPLOYEE MEETING	30.24
RICOH USA, INC	PRINCIPAL COPY MACHINE LEASE	123.90
RICOH USA, INC	INTEREST COPY MACHINE LEASE	83.72
	Total For Dept 850.00 OTHER FUNCTIONS	21,161.86

Total For Fund 101 GENERAL FUND	199,692.37
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Fund 206 FIRE FUND

Dept 000.00

MICHIGAN MUNICIPAL LEAGUE	WORKERS COMP 7/1/14-6/30/15	33,892.00
	Total For Dept 000.00	33,892.00

Dept 336.00 FIRE DEPARTMENT

SBAM PLAN	RETIREES HEALTH INSURANCE JULY	1,027.76
SBAM PLAN	HEALTH INSURANCE JULY	10,670.79
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	1,476.30
SBAM PLAN	HEALTH INSURANCE JULY	1,287.41
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	80.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	217.32
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	459.13
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	33.66
LANSING ICE & FUEL CO	GASOLINE FIRE	1,190.71
FIRST DUE FIRE SUPPLY CO.	BOOTS/STAMATIS	123.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	279.70
LIFEGAS LLC	OXYGEN	200.91
MICHIGAN STATE UNIVERSITY	MEDICAL SUPPLIES	570.26
MOORE MEDICAL, LLC	MEDICAL SUPPLIES	399.61
JOSEPH & HEDRINGTON	LEGAL FEES FOR APRIL & MAY 2014	5,163.10
CALLBACK STAFFING SOL	JUNE CALLBACK STAFFING	99.99
MICHIGAN MUNICIPAL RISK	2014 PROPERTY/LIABILITY INSURANCE	11,101.42
BOARD OF WATER & LIGHT	WATER 6139 BISHOP	37.56
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	39.90
OVERHEAD DOOR CO OF LANS	SPRING BOX & LABAOR/FIRE DEPT	196.64
ACE HARDWARE	5 EAR PLUGS	5.25
DELHI TOWNSHIP TREASURER	RECEPTION REFRESHMENTS	10.98
DELHI TOWNSHIP TREASURER	RECEPTION REFRESHMENTS	11.63
DELHI TOWNSHIP TREASURER	BREAKFAST/BUTCHER	6.00
THE PARTS PLACE	200 EAR PLUGS	50.00
CITY OF LANSING FIRE DEPART	4 HCP & 4 ACLS CARDS	28.00
BRENDA L COSCARELLI	MEALS & MILEAGE/COSCARELLI	164.34
	Total For Dept 336.00 FIRE DEPARTMENT	34,954.63

Total For Fund 206 FIRE FUND 68,846.63

Fund 207 POLICE FUND

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT JUNE	199,237.50
	Total For Dept 301.00 POLICE	199,237.50

Total For Fund 207 POLICE FUND 199,237.50

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	109.50
FIRST DUE FIRE SUPPLY CO.	HOSE COUPLING & SHIPPING	185.99
COMMUNICATIONS SERVICES	RADIO REPAIR	190.00
COMMUNICATIONS SERVICES	RADIO REPAIR	280.00
GRAINGER	PRESSURE GAUGE/HOSE TESTING	23.48

BOYNTON FIRE SAFETY SERV	FIRE EXTINGUISHER RECHARGE	80.00
TUV REINLAND INDUSTRIAL	AERIAL & GROUND LADDER INSPECTION	815.55
ACE HARDWARE	1 FLUR BULB/#383	9.99
ACE HARDWARE	FLUR BULB/CONNECTOR/PLUG/#383	24.97
SIGNATURE FORD LINCOLN	PARTS & LABOR/#009	2,212.19
SPARTAN CHASSIS, INC	REPAIR ENGINE ON #491	23,500.00
Total For Dept 339.00 EQUIPMENT & APPARATUS		27,431.67

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 27,431.67

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

MICHIGAN MUNICIPAL LEAGUE	WORKERS COMP 7/1/14-6/30/15	320.00
Total For Dept 000.00		320.00

Dept 728.00 DDA ADMINISTRATION

MICHIGAN MUNICIPAL RISK	2014 PROPERTY/LIABILITY INSURANCE	740.10
Total For Dept 728.00 DDA ADMINISTRATION		740.10

Dept 729.00 DDA MARKETING & PROMOTION

ACD.NET, INC.	WIFI 6/1-7/1/2014	69.95
Total For Dept 729.00 DDA MARKETING & PROMOTION		69.95

Dept 850.00 OTHER FUNCTIONS

GRANGER	MONTHLY DUMPSTER SERVICE	130.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	420.00
BOARD OF WATER & LIGHT	WATER 2045 CEDAR	106.35
BOARD OF WATER & LIGHT	WATER 2150 CEDAR	21.66
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	25.78
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	14.00
DELHI TOWNSHIP TREASURER	SEWER 2052 CEDAR	118.88
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	38.50
Total For Dept 850.00 OTHER FUNCTIONS		875.17

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 2,005.22

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

BARTLEY, CYNTHIA	Basic Service Charge	19.60
BUYCKS, TERESA	Basic Service Charge	9.80
CUSHMAN, GLENN J JR	Basic Service Charge	14.00
DICKENSON, EDWARD	Sewer Usage	9.10
GATEWAY TO HOMES	Sewer Usage	13.51
GATEWAY TO HOMES	Basic Service Charge	1.40
GLADDING, HOWARD A	Basic Service Charge	24.50
INDEPENDENT BANK	Basic Service Charge	26.60
LEE, HYE JIN	Basic Service Charge	128.79
MARTIN, JAYNE	Basic Service Charge	66.37
MICKELSON, RICHARD	Sewer Usage	50.00
MILLER-SCHAFFER, SARAH	Basic Service Charge	28.70
PRESERVATION RESOURCES	Basic Service Charge	10.78
TCF NATIONAL BANK	Basic Service Charge	209.16
TOMPKINS, CALVIN & KIMBERLY	Basic Service Charge	53.20
WARNER, TRAVIS	Basic Service Charge	14.70
SBAM PLAN	RETIREEES HEALTH INSURANCE JULY	103.28
MICHIGAN MUNICIPAL LEAGUE	WORKERS COMP 7/1/14-6/30/15	15,348.00
Total For Dept 000.00		16,131.49

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE JULY	16.20
SBAM PLAN	RETIREES HEALTH INSURANCE JULY	2,490.47
ICS MARKETING SERVICES	MAY SEWER BILLS	570.31
MICHIGAN MUNICIPAL RISK	2014 PROPERTY/LIABILILTY INSURANCE	14,431.85
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		17,508.83

Dept 558.00 DEPT OF PUBLIC SERVICE

SBAM PLAN	HEALTH INSURANCE JULY	12,030.61
DELTA DENTAL PLAN OF	DENTAL INSURANCE JULY	1,588.87
HARTFORD LIFE INSURANCE	LIFE INSURANCE JULY	334.60
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JULY	497.22
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	397.58
SAM'S CLUB DIRECT	NOTE PADS & PENS	22.87
LANSING ICE & FUEL CO	GASOLINE DPS	2,077.91
MODEL COVERALL SERVICE	STAFF UNIFORMS	83.03
MODEL COVERALL SERVICE	STAFF UNIFORMS	92.03
RS TECHNICAL SERVICES, INC.	PLC/SCADA SERVICE/COMPUTER	6,982.50
SAM'S CLUB DIRECT	TONER CARTRIDGES	92.98
AIRGAS USA, LLC	CYLINDER RENTAL	133.67
SOUTHEASTERN EQUIPMENT	12 X 42 HYDRAULIC THUMB	2,450.00
SOUTHEASTERN EQUIPMENT	HOSES & FITTINGS	225.00
SOUTHEASTERN EQUIPMENT	LABOR	660.00
SOUTHEASTERN EQUIPMENT	SHOP SUPPLIES	46.20
SOUTHEASTERN EQUIPMENT	OTHER EXPENSES	224.60
ENVIRONMENTAL RESOURCES	DMRQA STUDY	300.00
SAM'S CLUB DIRECT	4 CS. GATORADE	51.92
C2AE	2014 GENERAL ENGINEERING SERVICES	661.37
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMIN TV SOFTWARE	447.09
HUBBELL, ROTH & CLARK, INC	SAW GRAND ADMINISTRATION STUDY	2,477.67
HUBBELL, ROTH & CLARK, INC	NPDES POTW PERMIT ASSISTANCE	1,716.60
HUBBELL, ROTH & CLARK, INC	NPDES PERMIT & STAFFING ENGINEER	2,303.40
UNITED PARCEL SERVICE	SHIPPING CHARGES	106.61
GRANGER	MONTHLY DUMPSTER SERVICE	201.21
GRANGER	MONTHLY SCREEN DEBRIS	775.00
USA MOBILITY WIRELESS, INC.	PAGER SERVICE	55.76
COMCAST	HIGH SPEED INTERNET & LATE CHARGE	144.35
COMCAST	HIGH SPEED INTERNET & LATE CHARGE	134.35
BOARD OF WATER & LIGHT	WATER 4280 DELL	18.49
BOARD OF WATER & LIGHT	WATER 5961 MC CUE	782.93
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	166.52
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	72.00
BOARD OF WATER & LIGHT	WATER 3505 HOLT	76.66
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	163.35
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	161.00
BOARD OF WATER & LIGHT	ELECTRIC 2481 DELHI COMMERCE	70.92
BOARD OF WATER & LIGHT	ELECTRIC 1870 NIGHTINGALE	94.02
ACE HARDWARE	2 V-BELTS/GARAGE DOOR OPENER	12.98
RS TECHNICAL SERVICES, INC.	SERVICE COMMUNICATION FAILURES	285.00
GRAINGER	2 MOTOR STARTER/DIGESTER SUMP	900.00
GRAINGER	BRUSHLESS VACUUM HEAD 1VHG3	706.00
ACE HARDWARE	HEX BUSHING	5.99
APPLIED INDUSTRIAL TECH.	2 HEADWORKS PULLIES & BELTS	76.51
APPLIED INDUSTRIAL TECH.	2 HEADWORKS PULLIES/8 BEARINGS	318.44
PURE GREEN LAWN & TREE	LAWN /TREE FERT-MTC/POTW/WAVERLY	240.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
BOBCAT OF LANSING	PARTS & LABOR/BOBCAT	908.25

ACE HARDWARE	QUICK CHAIN LINK/15 MISC. MDSE./#8	10.69
FRANKIE D'S AUTO & TRUCK	SHIFT ASSEMBLY/BRAKE BULB/LABOR	180.00
HOLT & MASON TOWING	TOWING/UNIT 7	67.00
THE PARTS PLACE	MARKER LAMP/#27	7.54
THE PARTS PLACE	MARKER LAMP/#27	7.54
SPARROW OCC HEALTH SERV	PHYSICALS - SEASONAL	310.50
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		<u>43,477.33</u>

Dept 578.01 CAPITAL IMPROVEMENTS

C2AE	LIFT STATION D/FORCE MAIN/SCREENING	2,373.61
HUBBELL, ROTH & CLARK, INC	EIFERT ROAD FORCE MAIN ENGINEER	10,656.33
Total For Dept 578.01 CAPITAL IMPROVEMENTS		<u>13,029.94</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 90,147.59

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

FOSTER, SWIFT, COLLINS	ENVIRONMENTAL LEGAL FEES MAY	1,111.96
MIKE CHILDERS & SONS	DEMOLITION CAR WASH 2052 CEDAR	15,640.00
Total For Dept 735.00 LOCAL SITE REMEDIATION		<u>16,751.96</u>

Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND 16,751.96

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER	TRAILER PARK FEES	2,115.00
AFLAC	WITH DEDUCT-AFLAC DISABILITY	705.52
AFLAC	WITH DEDUCT-AFLAC LIFE INSUR	7.38
AFLAC	WITH DEDUCT-AFLAC ACCIDENT	536.54
AFLAC	WITH DEDUCT-AFLAC SICKNESS	370.62
AFLAC	WITH DEDUCT-AFLAC CANCER	506.04
WENDY L THIELEN	AFLAC_URM (FSA)	576.90
Total For Dept 000.00		<u>4,818.00</u>

Total For Fund 701 TRUST & AGENCY FUND 4,818.00

Total For All Funds: 608,930.94

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated June 19, 2014**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 106851 through 106882 & direct deposits numbers: DD18149 through DD18246. 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 19, 2014

Director of Accounting

II. Payroll Report

The June 19, 2014 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$83,311.05	\$23,467.18	\$59,843.87
Fire Dept. Fund	41,432.02	12,886.72	\$28,545.30
DDA	3,940.30	885.37	\$3,054.93
Sewer Fund/Receiving	39,165.70	11,409.92	\$27,755.78
Total Payroll	\$167,849.07	\$48,649.19	\$119,199.88
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$6,030.19	\$5,785.24	\$35,282.61
Fire Dept. Fund	3,105.01	3,153.61	19,145.34
DDA	134.37	80.83	1,100.57
Sewer Fund/Receiving	2,891.49	2,982.16	17,283.57
Total Payroll	\$12,161.06	\$12,001.84	\$72,812.09

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on June 19, 2014 and identified as follows:

06/19 Net Pay Disbursement in Common Savings (\$119,199.88)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on July 1, 2014, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated June 19, 2014 was reviewed, audited, and approved.

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

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: June 26, 2014

RE: 2015-2020 Delhi Charter Township Capital Improvements Program

Enclosed for your review is the 2015-2020 Delhi Charter Township Capital Improvements Plan (CIP). This Plan identifies public improvements involving the expenditure of public funds, over and above normal operating expenses, for the purchase, construction or replacement of specific physical facilities or assets of our community.

Staff provided Community Development their input on potential projects which I reviewed and prioritized to identify those projects which could be scheduled during FY 2015 and beyond. This CIP was then reviewed by the Planning Commission and they held a public hearing on June 23, 2014 with subsequent adoption. Coordination through the Planning Commission provides for consistency of implementing the capital improvement projects with the land use and development goals of the community.

The Planning Commission recommends the Board accept the 2015-2020 CIP which will provide the Board the opportunity to use this plan to incorporate the capital improvements in the FY 2015 budget. Therefore, I recommend the same.

Recommended Motion:

To accept the 2015-2020 Delhi Charter Township Capital Improvements Plan, as recommended by the Planning Commission at their June 23, 2014 meeting.



MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: June 24, 2014

RE: 2015 Capital Improvements Plan

Attached please find a copy of the 2015 – 2020 Capital Improvements Plan (CIP). As you know, the CIP contains information about the status of current (2014) Capital Projects, the 2015 Capital Budget and potential Capital Improvements for years 2016 to 2020. The purpose of the CIP is to create a tool that can be used during the annual budget process by staff and the Township Board to recommend projects for the upcoming year and communicate about projects that may be coming in future years.

As you know, the Planning Commission (PC) is required to review and consider the CIP in the greater context of community development and land use planning. This is an important step because it helps to ensure that improvements, particularly those pertaining to infrastructure, parks and public services, are made in a manner that is consistent with the desired future development and land use goals of the community. The PC held the required public hearing and reviewed the 2015 CIP at their meeting on June 23rd. The PC unanimously approved the CIP. A copy of the draft meeting minutes are attached for your consideration.

I would respectfully request that you forward the attached CIP document to the Township Board for their consideration at the meeting on July 1st. There is no formal action required from the Board at that time other than to acknowledge receipt of the document. As always, if you have any questions or require additional information please do not hesitate to ask. Thank you.

2015 – 2020

***DELHI CHARTER TOWNSHIP
CAPITAL IMPROVEMENT PROGRAM***



DELHI CHARTER TOWNSHIP
2015 – 2020 CAPITAL IMPROVEMENTS PLAN
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INTRODUCTION

Delhi Charter Township faces the challenge of meeting the needs of its residents for public services and facilities with increasing costs and relatively fixed revenues. In an effort to effectively set project priorities, the Township has implemented a Capital Improvements Program (CIP) which began in 2006. The year 2015 represents the tenth year of Capital Improvement Planning in Delhi Township and the process has continued to be refined to make it more useable and pertinent to the budget process.

WHAT IS A CAPITAL IMPROVEMENT?

Capital Improvements are public improvements involving the expenditure of public funds, over and above normal annual operating expenses, for the purchase, construction or replacement of specific physical facilities or assets of the community. Examples include, but are not limited to:

- The extension of water mains.
- The construction of bicycle & pedestrian pathways.
- Parks improvements.
- The renovation of community owned buildings.
- The purchase of land.
- Significant planning or study work.
- Extension of sanitary sewer lines.
- Construction of sewage treatment facilities.
- Significant equipment or machinery purchases.
- Others.

WHAT IS A CAPITAL IMPROVEMENTS PROGRAM?

A CIP is the preparation and updating of a proposed schedule of public works projects and related equipment to be built or purchased by the local municipality within a period of 6 years, including the current budget year. It covers the entire range of public facility and service requirements. The CIP includes anticipated future projects, and provides a suggested order of priority for those within the Capital Budget, along with cost estimates and the anticipated means of financing each project.

The first year in the CIP is referred to as the “capital budget” and includes those projects that will be recommended for funding in the upcoming fiscal year. *These projects will be considered for inclusion in the Township’s adopted budget.* The following five years of projects make up the “Capital Improvements Program” and serve as a mechanism for tracking, anticipating and planning for future needs.

WHAT ARE THE BENEFITS OF A CAPITAL IMPROVEMENTS PROGRAM?

- Focusing Attention on Community Goals, Needs, and Capabilities.
- Achieving Optimum Use of the Taxpayer's Dollar.
- Serving Wider Community Interests.
- Encouraging a More Efficient Governmental Administration.
- Improving Intergovernmental and Regional Cooperation.

- Maintaining a Sound and Stable Financial Program.
- Enhancing Opportunities for Participation in Federal and State Grant Programs.

**The Contents of This Chapter Were Adapted From: Capital Improvements Programming in Local Government by HUD, Second Printing, 1970, published by USGPO, Washington, D.C. 20402 and Capital Improvements Programs: Linking Budgeting and Planning by Robert A. Bowyer, Planning Advisory Service Report No. 442, 1993, published by the American Planning Association, 1313 E. 60th Street, Chicago, Illinois 60637.*

WHY UPDATE IT ANNUALLY?

The CIP is updated annually in order to fine-tune the capital budget to reflect changing economic conditions and to reflect the need for additional projects or adjust the priority of projects as necessary.

QUALIFYING EXPENDITURES UNDER THE CAPITAL IMPROVEMENTS PROGRAM

In order to be considered a Capital Improvement and be included in this CIP, expenditures must meet at least one of the following criteria:

1. Major, non-recurring expenditure, generally greater than \$20,000, that may have a useful life of at least five years, including but not limited to:
 - Major equipment purchases,
 - Significant acquisitions of land for public purpose,
 - Construction of a new facility or expansion/alteration of an existing one, including a non-recurring rehabilitation or major repair of all or part of a building, its grounds or other facility.
2. Any planning, feasibility, engineering or design study related to a capital improvement.

Projects that do not meet the criteria above are generally not appropriate for inclusion in the CIP and are submitted as a part of the Township's annual operating budget. Some exceptions are made if it is determined that inclusion of the information will benefit long range budgeting and planning for the community.

INFORMATION ABOUT DELHI'S SIX OPERATIONAL FUNDS & DOWNTOWN DEVELOPMENT AUTHORITY

Delhi Township has seven operational funds, which finance the services provided to Township residents and property owners. These funds are as follows: the General Fund, the Sanitary Sewer Fund, the Fire Fund, the Police Fund and the Fire Equipment & Training Apparatus Fund (FETA), and the Water Improvement Fund. Each of these is a separate, primarily autonomous budget entity, except that there may be transfers into one fund from another or from other sources. The General Fund receives most of its revenues from property taxes, state shared revenues, and fees collected for general public services. Revenues to the Sanitary Sewer Fund and the Water Improvement Fund are derived from customer billings, new customer connection fees and special assessments. The FETA Fund is capitalized via a millage leveraged for this specific purpose.

The Downtown Development Authority (DDA) was created by the Township Board in 1987 for the purpose of facilitating public improvements and economic development within the DDA area. In addition to helping to offset the cost associated with services received from the Township, the DDA participates and provides funding for many significant public projects. The DDA's capital projects have been added to this CIP so that a more accurate scope can be reflected.

PROJECT RANKING AND DESCRIPTIONS

All projects submitted for inclusion in the 2015 - 2020 CIP are reviewed by the Community Development Director, who works with the Township Manager and other Department Heads to establish a priority ranking for each project according to its economic and physical necessity and the benefits anticipated to be gained by Township residents and personnel. The final recommended priority level is established by the Township Manager. The priorities are based on a classification system adapted from Principles and Practice of Urban Planning, published in 1968 by the International City Manager's Association (pp. 392-394), as follows:

Priority A (Urgent)	Projects which cannot reasonably be postponed. These may be needed to complete an essential or a partially finished project, or to maintain a minimum level of service in a presently established Township program. Also, any project needed to address an emergency situation.
Priority B (Necessary)	Projects which should be carried out within a few years to meet the anticipated needs of a current Township service, or replacement of unsatisfactory facilities.
Priority C (Desirable)	Projects needed for the proper expansion of a Township service. The exact timing of which can wait until funds are available.
Priority D (Deferrable)	Projects which would be needed for ideal operation, but which cannot yet be recommended for action. They can be postponed without detriment to present services.

Projects that are given the same classification can be distinguished further by the Township Manager and the Township Board for budget purposes based on public health and safety considerations, breadth of service area, or the availability of matching funding from other sources outside of the Township. In determining appropriate project funding levels throughout the six-year program period, the Township Manager may exercise one or more of the following options:

- Recommend funding the project in the year and the amount requested by the Department.
- Recommend that the project not be funded at all.
- Recommend partial funding of the project in the year requested.

- Recommend delaying funding of the project to another year.
- Recommend setting aside a portion of the requested money each year to save enough to fund the project in some future year.

The project classifications serve as a guide in preparing the annual Township budget and aid the Township Board in making project funding decisions. The assigned priority level, anticipated funding amount and descriptions of each project appear later in this document.

STATUS OF CURRENT YEAR'S CAPITAL BUDGET PROJECTS (FY 2014)

2014 Project Description	Current Status	Original Amt. in '14 CIP	Actual 2014 Funding Level
<u>2014 General Fund Projects</u>			
Tennis Court Resurfacing at Kiwanis Park <i>Courts are frequently used and in need of resurfacing in order to maintain usefulness.</i>	This project was originally included in the 2012 CIP but did not occur at that time as was originally anticipated. Instead, the project was initiated in the fall of 2013 and will be completed during the spring of 2014.	\$25,000	\$28,000* *2013/2014
Street Improvements <i>Street improvements will occur in conjunction with the Ingham County Road Department under the 50/50 match program on primary streets within the Community. Secondary (Neighborhood Streets) will occur when petitioned by residents and cost to be borne by same.</i>	The 50/50 match funding will be utilized to provide required road funding within the Green Drain #4 Northwest Neighborhood project as a result of the storm water project completed by the Ingham Co. Drain Commissioner. It is also anticipated that at least one neighborhood street project, funded by Special Assessment District, will move forward during summer/fall of 2014.	\$166,000	\$315,000
Community Service Center Roof Replacement <i>Life span of existing roof is over and replacement is now</i>	This is the third year that funding has been set aside using the process established during the 2011 CIP process.	\$150,000	\$150,000

<i>necessary.</i>	The roof has continued to deteriorate quickly. Roof replacement is expected to occur in 2015.		
Sidewalk Program and Construction <i>This project includes annual sidewalk maintenance program and construction of key pedestrian connections.</i>	This project includes the annual sidewalk maintenance program and construction of key pedestrian connections. In 2014, we will complete development of required ADA Transition Plan and fund the construction of sidewalks within the Green #4 Northwest Neighborhood drainage project area pursuant to the Complete Streets Ordinance.	\$110,000	\$375,000
Ram Trail Non-Motorized Pathway <i>This project will extend non-motorized pathway from Eifert Road to the School Complex on Holt Road. CMAQ funds, in the amount of \$1,189,600 are expected to be available beginning in Oct. 2014 for this project.</i>	Final design and engineering is expected to be completed for this project by fall of 2014. Construction is expected to occur beginning in early spring of 2015. The Township will receive \$1,189,600 in CMAQ funding for this project with a currently estimated construction cost of \$1,487,000. Design, engineering, oversight and other related non-construction costs are also the responsibility of the Township.	\$130,000	\$270,190
Veteran's Park Shade Awning <i>This project will include the installation of a "shade-sail" type awning over the audience and performance areas within the existing amphitheater.</i>	This project is currently under construction. The Township was awarded a grant from the Michigan Council for Arts & Cultural Affairs in the amount of \$35,810 for this project. The remaining	\$50,000	\$89,525

	funding will be from the Township in the amount of \$53,715.		
Computer Replacements <i>Replacement of approximately 15-20 machines per year, resulting in a reasonable replacement cycle.</i>	Staff has begun evaluating exact replacement needs. Some laptops have been replaced for Board members and key staff. Other needed replacements are expected to occur later in 2014.	\$20,000	\$20,000
Community Service Center Carpet Replacement <i>Carpeting within the CSC is approaching 20 years old and will require replacement in 2016. The same "savings" model that has been established for other similar projects included in the CIP will be used for this project.</i>	This project is ongoing.	\$15,000	\$15,000
Parking Lot Paving at Valhalla & Deadman's Hill Parks <i>Paving of parking lots and driveways within each park to create better access to facilities and reduce dust/mud.</i>	Paving at Valhalla park was started in fall of 2013 and will be completed in spring of 2014. Deadman's hill will be postponed until 2020 in this plan.	\$250,000	\$93,000
Replacement of Microsoft Office <i>In 2012 Microsoft stopped supporting functionality components of earlier versions of the software. All computers will need to be updated with new software. The cost will be split between General Fund and Sewer Fund, depending on where and how individual machines are utilized.</i>	Staff is currently evaluating replacement needs and will install the updates as required. Updates will be postponed if possible until 2016.	\$30,000	\$0

<p>Maple Ridge Cemetery Road Improvement <i>Replace and resurface drives within the cemetery and pave those that remain unpaved. It is proposed that funding for this project be addressed by “saving” each year.</i></p>	<p>Incremental savings for replacement and paving of roads at Maple Ridge.</p>	<p>\$15,000</p>	<p>\$15,000</p>
<p>Cemetery Entry Arch Installation <i>This project includes the fabrication and installation of entry arches, displaying the name of each cemetery, within Maple Ridge, Markham and Pioneer cemeteries.</i></p>	<p>This project was not originally included in the CIP, but is being added here as the first phase of implementation is expected to occur in 2014. Specifically, Maple Ridge’s sign will be completed this year.</p>	<p>\$0</p>	<p>\$15,000</p>
<p>Light & Pole Replacements <i>This project includes replacing existing cast iron light poles with concrete (due to excessive deteriorations) and the possible conversion of the fixtures to LED. This project will be implemented incrementally.</i></p>	<p>This project was not budgeted for in 2014. It will be considered for future years.</p>	<p>\$100,000</p>	<p>\$0</p>
<p>North Connector Project <i>This project will complete construction of non-motorized pathway from the existing Delhi trail at Willoughby Road to connect with the Lansing River Trail at Jolly Road. Total project cost is \$3.3 M (\$1.2M MDOT, \$300K MDNR).</i></p>	<p>Construction of this project is underway and completion is expected in fall of 2014.</p>	<p>\$1.2 Million</p>	<p>\$1.2 Million</p>
<p>Server Replacements <i>This project is for the replacement of the servers at the CSC.</i></p>	<p>This project will occur in 2014.</p>	<p>\$15,000</p>	<p>\$15,000</p>

<p>CSC Emergency Generator <i>The current generator at the CSC is not sufficient to power all critical systems associated with the building. This project includes the purchase and installation of a backup power generator that is appropriately sized.</i></p>	<p>This project will occur. However, a new generator may not be purchased. Instead the existing wiring may be modified to permit use of existing equipment.</p>	<p>\$125,000</p>	<p>\$125,000</p>
<p>2014 Sewer Fund Projects</p>			
<p>Replacement of POTW Server <i>Replacement of server that provides access to POTW building computers.</i></p>	<p>This project will occur in 2014.</p>	<p>\$10,000</p>	<p>\$10,000</p>
<p>Vehicle Rotation Schedule <i>See Exhibit A.</i></p>	<p>A total of 5 vehicles will be acquired in 2014. This is more than originally planned, but results from postponement of past year's purchases.</p>	<p>\$48,000</p>	<p>\$126,520</p>
<p>Refurbish Primary Clarifiers <i>Includes refurbishing the mechanical parts associated with the primary clarifiers at the POTW.</i></p>	<p>This project is expected to occur in 2014. SAW grant funding will offset costs by approximately \$16,350 for this project.</p>	<p>\$130,000</p>	<p>\$270,000</p>
<p>Sanitary Sewer Lining <i>This project includes the installation of liners in concrete and clay sewer pipes which have degraded as a result of hydrogen sulfide.</i></p>	<p>This project is expected to occur in 2014.</p>	<p>\$125,000</p>	<p>\$70,000</p>
<p>Replacement of Microsoft Office <i>In 2012 Microsoft stopped supporting functionality components of earlier versions of the software. All computers will need to be updated with new software. Sewer Fund share</i></p>	<p>Staff is currently evaluating replacement needs and will install the updates as required. Updates will be postponed if possible until 2016.</p>	<p>\$7,500</p>	<p>\$0</p>

<i>is based on 25 machines at \$300 each.</i>			
POTW Pond Building <i>This includes replacement of the four existing electrical, mechanical & chemical storage buildings located at the POTW treatment ponds.</i>	Approximately \$19,180 in SAW grant funding is anticipated to offset a portion of this expense.	\$40,000	\$80,000
Sewer Camera Equipment Replacement <i>Replacement of sewer camera equipment.</i>	This project is expected to occur in 2014.	\$295,000	\$400,000
Eifert Road Force Main Replacement <i>This project was not originally included in the CIP, but replacement has become necessary.</i>	This project will be split into 3 years, beginning in 2014. SAW Grant funding will provide approximately \$99,560 towards this project. Final construction will occur in 2016.	\$0	\$100,000
<u>2014 Fire Equipment & Training Apparatus Fund</u>			
Replacement of 2004 Durango	This vehicle will be sold and not replaced due to reutilization of equipment.	\$38,000	\$0
Rescue/Small Grass Fire Vehicle Acquisition <i>This will include the purchase and outfitting of a small utility vehicle which will enable the FD to provide EMS to trail users and to provide a highly mobile unit for small grass fires.</i>	This project will be completed in 2014.	\$50,000	\$25,000
Mobile Dispatch and AVL <i>This project includes acquisition of vehicle mounted PC's with dispatch/automatic vehicle locating capabilities and associated software.</i>	This project was not included previously in the CIP, but has come to the forefront as a result of reorganization and reutilization of other equipment.	\$0	\$65,000

2014 Downtown Development Authority

<p>Delhi Tech-Park Property Improvements <i>This project will include infrastructure improvements necessary to facilitate development of the property, including replacement of the development entry sign. This project is dependent upon private investment that may be made in the park.</i></p>	<p>This project will only be implemented as private investment occurs. It may occur in 2014, but may also be postponed until such time as development occurs.</p>	<p>\$50,000</p>	<p>\$50,000</p>
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2015 Capital Budget

Priority Level:	Project Description:	Current Estimate:
<u>General Fund</u>		
A	<p>Street Improvements <i>Street improvements will occur in conjunction with the Ingham County Road Department on primary streets within the Community. Secondary (Neighborhood Streets) will occur when petitioned by residents and cost will be borne by same.</i></p>	\$166,000
B	<p>Sidewalk Program and Construction <i>This project includes annual sidewalk maintenance program (\$15,000) and the first phase of ADA Transition plan implementation (\$50,000). The construction of new sidewalks in key areas will be delayed to offset costs incurred in 2014 for the Green Drain project area sidewalks.</i></p>	\$65,000
A	<p>Ram Trail Non-Motorized Pathway <i>This project will extend non-motorized pathway from Eifert Road to the School Complex on Holt Road. CMAQ funds, in the amount of \$1,189,600 are expected to be available beginning in Oct. 2014 for this project. Construction will occur in spring of 2015.</i></p>	\$400,000
B	<p>Upgrades at Kiwanis Park <i>A 75(State)/25(local) grant application has been submitted to the Michigan Department of Natural Resources for partial funding of the installation of a new bathroom and storage building within the park. If grant funds are received, the project is expected to occur in 2015.</i></p>	\$296,000

B	Community Service Center Roof Replacement <i>See project description in 2014 update section. This project is expected to occur during 2015.</i>	\$150,000
B	Community Service Center Carpet Replacement <i>Carpeting within the CSC is approaching 20 years old and will require replacement in 2016.</i>	\$15,000
A	Computer Replacements <i>Replacement of approximately 15-20 machines per year, resulting in approximate replacement cycle of 5-6 years.</i>	\$20,000
B	Server Replacement <i>The servers located at the CSC will need to be replaced. This includes the GIS servers and general servers.</i>	\$23,000
B	Maple Ridge Cemetery Road Improvement <i>Replace and resurface driveway within the cemetery and pave those roads that remain unpaved. It is proposed that funding for this project be addressed by "saving" each year, for implementation once funding is fully in-place.</i>	\$15,000
C	Cedar Street Re-visioning Project <i>This project would include a comprehensive planning process which engages the community as a whole and encourages the creation of a vision for how properties along Cedar Street should develop and redevelop over the next 5, 10 and 20 year time horizons. There will be a heavy focus on engaging the public in the process to develop a vision of what people want the corridor to physically look like and how it should serve the community as a whole.</i>	\$100,000
A	Cemetery Entry Arch Installation <i>This project includes the fabrication and installation of entry arches, displaying the name of each cemetery, within Maple Ridge, Markham and Pioneer cemeteries. In 2015, the arch would be installed at Markham.</i>	\$15,000
C	Columbarium at Maple Ridge Cemetery <i>This project would include the construction of an additional columbarium at Maple Ridge.</i>	\$100,000
B	Aerial Imagery <i>The currently used air photography within the community is</i>	\$20,000

	<i>now five years old and needs to be updated. This data is used daily by a large percentage of staff in order to efficiently and effectively perform their job duties. It is also widely used by the community at large via the Township's website, GIS mapping tools and other sources.</i>	
B	Light & Pole Replacements <i>This project includes replacing existing cast iron light poles with concrete (due to excessive deterioration) and the possible conversion of the fixtures to LED. This project will be implemented incrementally.</i>	\$100,000
C	Additional Cold Storage at Valhalla Maintenance Building <i>This project would add on to the existing storage building (pole barn) at Valhalla Park and enable additional storage for equipment and machinery necessary for parks department operations.</i>	\$60,000
<u>2015 Sewer Fund Projects</u>		
A	Sludge Mixing Improvements <i>This project will upgrade the pre-feed and feed mixing at the POTW.</i>	\$50,000
B	Vehicle Rotation Schedule <i>See Exhibit A</i>	\$60,000
A	Eifert Road Force Main Replacement <i>This project will be split into 3 years, beginning in 2014. SAW Grant funding will provide approximately \$99,560 towards this project. Final construction will occur in 2016.</i>	\$600,000
B	Sanitary Sewer Lining <i>Install liners on concrete/clay pipe which has been degraded by hydrogen sulfide.</i>	\$125,000
B	Pine Tree Road Lift Station Improvements <i>This project will be split up over the course of two years. Design will occur in 2015 and those costs will be offset by SAW grant funding (\$21,100).</i>	\$21,100
<u>2015 Fire Equipment & Training Apparatus Fund</u>		
B	Replacement of 2004 Durango (2)	\$50,000
B	Replace 2008 Ford Lifeline Ambulance	\$180,000

2015 Downtown Development Authority

C	<p>Delhi TechPark Property Improvements</p> <p><i>This project will include infrastructure improvements necessary to facilitate development of the property, including replacement of the development entry sign. This project is dependent upon private investment that may be made in the park.</i></p>	\$50,000
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CAPITAL IMPROVEMENTS PROGRAM
Years 2016-2020 Project Descriptions

Priority Level:	Project Description:	Implementation Year:	Current Estimate:
<u>General Fund</u>			
B	<p>Street Improvements</p> <p><i>Street improvements will occur in conjunction with the Ingham County Road Department on primary streets within the Community. Secondary (Neighborhood Streets) will occur when petitioned by residents and cost will be borne by same.</i></p>	2016	\$166,000
		2017	\$166,000
		2018	\$166,000
		2019	\$166,000
		2020	\$166,000
B	<p>Sidewalk Program and Construction</p> <p><i>This project includes annual sidewalk maintenance program and construction of key pedestrian connections.</i></p>	2016	\$65,000
		2017	\$110,000
		2018	\$110,000
		2019	\$110,000
		2020	\$110,000
C	<p>Dog Park at Holt & Eifert Road</p> <p><i>This project would include the creation of a dog park on Township owned property. This project would be coordinated so that it is an asset to the proposed Ram Trail extension and any other municipal development of this large site.</i></p>	2019	\$500,000
D	<p>Upgrades at Kiwanis Park</p> <p><i>The playground equipment at this park needs to be replaced; possible grant funding will be needed to facilitate this project.</i></p>	2016	\$200,000

B	Upgrade of GIS Software <i>This project is necessary because we are approaching the limits of available space under our existing license. This will limit our ability to expand our GIS and accommodate new use needs.</i>	2016	\$20,000
B	Community Service Center Carpet Replacement <i>Carpeting within the CSC is approaching 20 years old and will require replacement in 2016. The same "savings" model that has been established for other similar projects included in the CIP will be used for this project.</i>	2016	\$15,000
C	Street Sweeper Replacement <i>The existing street sweeper is a 1989 vintage and will need replacing if the Township intends to continue this service in the future. The same "savings" model that has been established for other similar projects included in this CIP will be used for this project. To that end, \$50,000 per year will be set aside and the new sweeper purchase is expected in 2020.</i>	2016	\$50,000
		2017	\$50,000
		2018	\$50,000
		2019	\$50,000
		2020	\$50,000
B	Computer Replacements <i>Replacement of approximately 15-20 machines per year, resulting in approximate replacement cycle of 5-6 years. Some portion of this will likely fall within the Sewer Dept.</i>	2017	\$20,000
		2018	\$20,000
		2019	\$20,000
		2020	\$20,000
		2020	\$20,000
C	Maple Ridge Cemetery Road Improvement <i>Replace and resurface drives within the cemetery and pave those that remain unpaved. It is proposed that funding for this project be addressed by "saving" each year, similar to the Community Service Center roof project, for final implementation once funding is finally in-place.</i>	2016	\$15,000
		2017	\$15,000

A	Cemetery Entry Arch <i>This project includes the fabrication and installation of entry arches, displaying the name of each cemetery, within Maple Ridge, Markham and Pioneer cemeteries.</i>	2016	\$15,000
C	Valhalla Park Splash Pad <i>This project would include the planning and construction of a splash pad within Valhalla Park. Grant funding, perhaps from the MDNR, would be anticipated to provide partial funding.</i>	2017	\$300,000
A	Replacement of Microsoft Office Software <i>In 2012 Microsoft stopped supporting functionality components of earlier versions of the software. All computers will need to be updated with new software. Costs will be split proportionally between the General and Sewer Funds.</i>	2016	\$40,000
B	Light & Pole Replacements <i>This project includes replacing existing cast iron light poles with concrete (due to excessive deterioration) and the possible conversion of the fixtures to LED. This project will be implemented incrementally.</i>	2016	\$100,000
<u>Sewer Fund</u>			
B	Vactor Truck Replacement <i>A new Vactor Truck is needed in order to provide sewer cleaning within the collection system.</i>	2017	\$440,000
C	POTW Maintenance Building Construction <i>This project will include the construction of a maintenance building at the POTW to accommodate equipment, personnel and processes relative to the ongoing maintenance and care of the POTW facilities.</i>	2017	\$150,000
		2018	\$408,240
C	Generator Interconnection <i>This project would connect the north and</i>	2016	\$65,000

	<i>south generators at the POTW. This project will be partially funded via the SAW grant (\$12,060).</i>		
B	Grease Handling Upgrades <i>This project would improve and upgrade the equipment used for grease handling at the POTW.</i>	2020	\$475,000
B	Forcemain Assessments <i>This project will assess the condition of forcemain sewers within the Township and will be partially funded via the SAW grant.</i>	2016	\$535,000
A	Eifert Road Force Main Replacement <i>This project will be split into 3 years, beginning in 2014. SAW Grant funding will provide approximately \$99,560 towards this project. Final construction will occur in 2016.</i>	2016	\$400,000
B	Pine Tree Road Lift Station This is the second part of a two year project that began in 2015 with design work. This year's project includes implementation of improvements to this lift station.	2017	\$100,000
B	Nitrification Tower Condition Assessment and Repair <i>This project will involve assessment of the physical condition of the nitrification tower at the POTW and complete necessary repairs. This project will be partially funded by the SAW grant.</i>	2017	\$250,000
		2018	\$500,000
B	Vehicle Rotation Schedule <i>See Exhibit A</i>	2016	\$90,000
		2017	\$54,000
		2018	\$62,000
		2019	\$32,000
		2020	\$59,000
<u>Fire Equipment & Training Apparatus Fund</u>			
C	Radio Replacement <i>This project is necessary to upgrade the system (technology advancement).</i>	2016	\$40,000
		2017	\$40,000
		2018	\$40,000

C	Refurbish 2010 Ford Lifeline Ambulance	2017	\$140,000
B	Purchase of a Third Ambulance <i>This project will become necessary as a result of increasing calls for service.</i>	2016	\$190,000
C	Construction of New Fire Department Building <i>This project will become necessary as a result of increasing activity.</i>	2018	\$4,000,000
<u>Downtown Development Authority</u>			
	<i>No projects proposed at this time.</i>		

**EXHIBIT A:
Fleet Vehicle Rotation Schedule**

Vehicle	2014	2015	2016	2017	2018	2019	2020
DPS							
1990 Ford F700 Stake Rack/Dump Truck (#27)							
1999 Ford Dump Truck (#9)		(4,800)					
2000 Ford F250 (#7)							
2002 Ford F250 w/plow (#6)	(6,000)						
2003 Chevrolet E250 Cargo Van (#26)	(5,300)						
2003 Ford Expedition (#22)	(7,000)						
2006 Chevrolet Silverado 4WD (#2)			(5,500)				
2006 Chevrolet Silverado 4WD (#24)			(5,500)				
2006 Chevrolet Silverado 4WD (#25)			(5,500)				
2007 Ford Ranger 4WD (#10)				(4,500)			
2008 GMC Canyon 2WD (#12)	(7,500)						
2008 GMC Canyon 2WD (#14)	(7,500)						
2011 GMC Savana AWD Van (LS) (#4 to #26)						(8,000)	
2011 GMC Sierra truck 4WD (#23 to #6)							(6,500)
2012 GMC Sierra ext cab truck 4WD (#1)							
2012 GMC Sierra ext cab truck 4WD (#28)							
2012 GMC Canyon ext cab truck 4WD (#3)		(8,500)					
2014 Ford F250 Super Duty Truck 4WD (#23)							
2014 Ford Explorer 4WD (#21)	33,340				(15,000)		
2014 Ford F150 truck 2WD (#12)	20,590			(8,500)			
2014 Ford F150 truck 2WD (#14)	20,590				(8,500)		
2014 AWD Van (lift stations) (#4)	27,000						
2014 Mid size ext cab truck 4WD (#22)	25,000						
2015 Dump truck (#9)		35,000					
2015 Mid size ext cab truck 4WD (#3)		25,000					(8,500)
2016 Full size ext cab truck 4WD (#2)			30,000				
2016 Full size truck 4WD (#24)			30,000				
2016 Full size truck 4WD (#25)			30,000				
2017 Mid size ext cab truck 4WD (#10)				27,000			
2017 Mid size ext cab truck 4WD (#12)				27,000			
2018 SUV 4WD (#21)					35,000		
2018 Mid size ext cab truck 4WD (#14)					27,000		
2019 AWD Van (lift stations #4)						32,000	
2020 Full size ext cab 4WD (#6)							32,000
2020 Mid size ext cab 4WD (#3)							27,000
sub total	93,220	46,700	73,500	41,000	38,500	24,000	44,000
PARKS							
1995 Chevrolet S10 Pickup							
1996 Ford F150							
1999 Ford F250							
1999 Ford Dump Truck		4,800					
2000 Ford F250 w/plow							
2000 Ford Ranger	3,400						
2001 Ford Ranger	3,400						
2002 Chevrolet Tahoe	2,500						
2002 Ford F250 w/plow	6,000						
2006 Chevrolet Silverado 4WD			5,500				
2006 Chevrolet Silverado 4WD			5,500				
2006 Chevrolet Silverado 4WD			5,500				
2006 Dodge Dakota 4WD (4 door)				4,500			
2007 Ford Ranger 4WD				4,500			
2011 GMC Sierra truck 4WD							6,500
2012 GMC Canyon ext cab truck 4WD							4,000
sub total	15,300	4,800	16,500	9,000	-	-	10,500
COMMUNITY DEVELOP.							
2001 Ford Ranger	(3,400)						
2001 GMC Jimmy	2,900	(2,500)					
2006 Dodge Dakota 4WD (4 door)				(4,500)			
2007 Chevrolet Impala				(4,000)			
2012 GMC Canyon ext cab truck 4WD (#3)		8,500					(4,000)
2014 Ford F150 truck 2WD (#12)				8,500			
2014 Mid size ext cab truck 4WD (#22)				8,500			
2015 Mid size extended cab truck 4WD (#3)							8,500
sub total	(500)	6,000	-	8,500	-	-	4,500
ASSESSING							
2000 Ford Ranger	(3,400)						
2001 GMC Jimmy	(2,900)						
2008 GMC Canyon 2WD (#12)	7,500					(2,500)	
2008 GMC Canyon 2WD (#14)	7,500					(2,500)	
2014 Ford Explorer 4WD (#21)						15,000	
2014 Ford F150 truck 2WD (#14)						8,500	
sub total	8,700	-	-	-	-	18,500	-
GRAND TOTAL	116,720	57,500	90,000	58,500	38,500	42,500	59,000

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board of Trustees

FROM: John B. Elsinga, Township Manager

DATE: June 25, 2014

RE: Resolution No. 2014-010 – Need and Necessity – Road Improvement
Special Assessment District – Lamoreaux No. 3 and Woodland Estates
Subdivisions

Enclosed for your review and consideration is the third of five resolutions, which determines the need and necessity for the construction of road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions.

On June 17, 2014, the Township Board approved the second of five resolutions, in which plans and estimates for construction of the road improvements were placed on file with the Township Clerk and further set a public hearing for July 1, 2014 to determine its need and necessity.

Subsequent to the public hearing at 7:45 p.m. I offer Resolution No. 2014-010 for the Board's consideration. Contingent upon the Township Board's adoption of the third of five resolutions, the Township Board will then be asked to adopt the fourth resolution which creates the special assessment district roll and sets a public hearing to hear objections to the same.

Recommended Motion:

To adopt Resolution No. 2014-010, which is the third of five resolutions, which determines the need and necessity for a Special Assessment District for Lamoreaux No. 3 and Woodland Estates Subdivisions Road Improvements and directs the Supervisor to prepare the Special Assessment District Roll.

DELHI CHARTER TOWNSHIP

RESOLUTION 2014-010

THIS IS THE THIRD OF FIVE RESOLUTIONS, WHICH DETERMINES THE NEED AND NECESSITY FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS AND TO DIRECT THE SUPERVISOR TO PREPARE THE SPECIAL ASSESSMENT DISTRICT ROLL.

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan, on Wednesday, the 1st day of July, 2014, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

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

WHEREAS, this Township Board, pursuant to the provisions of Act 188, Public Acts of Michigan, 1954, as amended, did on the 15th day of June, 2014, adopt a resolution tentatively approving the construction of street improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions and the establishment of a special assessment district for the purpose of paying the cost thereof, which improvements and special assessment district are more specifically hereinafter described; and

WHEREAS, this Township Board did meet on the 1st day of July, 2014, at 7:45 o'clock, p.m., the time, date and place set by the Board to hold a public hearing to hear any objections to the improvements and to the special assessment district therefore; and

WHEREAS, plans and estimates of the cost of said project are on file with the Township Clerk and have been on file since the 17th day of June, 2014.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board hereby determines to make the following described 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

2. The Township Board hereby approves the plans and estimates of the cost in the sum of \$244,000 as prepared and presented.
3. The Township Board hereby determines that the petitions previously filed with the Township Clerk for this project are sufficient with regard to number of signatures of record owners.
4. The Township Board finally determines that the special assessment district shall consist of the following described lots and parcels of land:

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	PLAXTON, GRANT	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	ELMER, REBECCA J & STEPHEN W	3740 ROYALE DRIVE	HOLT	MI	48842
33-25-05-12-252-001	SMITH, JUDITH A	3741 ROYALE DRIVE	HOLT	MI	48842

and excluding all streets and other land deemed not benefited.

5. The Delhi Township Supervisor is hereby directed to make a special assessment roll in which shall be described all the parcels of land to be assessed as set forth with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amount shall be such relative portion of the whole sum to be levied against all parcels of land in the assessment as the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district.

6. When the Supervisor shall have completed the special assessment roll, he shall affix thereto his certificate stating that said roll was made pursuant to this resolution of the Township Board of the Charter Township of Delhi, adopted July 1, 2014, and that in making the assessment roll he has, according to his best judgment, conformed in all respects to the directions contained in said resolution and the statutes of the State of Michigan, and the Supervisor shall then report the special assessment roll with his certificate attached hereto to the Township Board.

7. All resolutions and parts of resolutions 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 1st day of July, 2014.

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

Evan Hope, Township Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board of Trustees

FROM: John B. Elsinga, Township Manager

DATE: June 25, 2014

RE: Resolution No. 2014-011 – Set Public Hearing – Road Improvement
Special Assessment District – Lamoreaux No. 3 and Woodland Estates
Subdivisions

Subject to the Township Board adopting Resolution No. 2014-010 (the third of five resolutions), enclosed is the fourth of five resolutions which sets a public hearing to hear objections to the special assessment district roll for construction of road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions.

This project was let out for bid by the Ingham County Department of Roads and final cost estimates will be received on June 30, 2014. Once the final cost estimates have been received, a tentative Special Assessment Roll consisting of the 82 benefiting parcels within the district will be established, introduced to the Board at the July 1st Board meeting and then placed on file in the Clerk's Office for reference prior to the public hearing.

Therefore, enclosed for your review and approval is Resolution No. 2014-011, which is the fourth of five resolutions, which creates the special assessment district roll and sets a public hearing to hear objections to the same.

Recommended Motion:

To adopt Resolution No. 2014-011, which is the fourth of five resolutions which creates a special assessment district and roll for road improvements for Lamoreaux No. 3 and Woodland Estates Subdivisions and sets a public hearing July 15, 2014 at 7:45 p.m. to hear objections to the same.

DELHI CHARTER TOWNSHIP

RESOLUTION 2014-011

THIS IS THE FOURTH OF FIVE RESOLUTIONS WHICH SETS A PUBLIC HEARING FOR JULY 15, 2014 AT 7:45 P.M. TO HEAR OBJECTIONS TO THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 1st day of July, 2014, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

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

WHEREAS, by resolution adopted June 17, 2014, the Township Board of the Charter Township of Delhi, determined to acquire and construct the more particularly hereinafter described "*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 assess the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with his certificate attached thereto:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll shall be filed with the office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 7:45 o'clock, p.m. on Tuesday, the 15th day of July, 2014, in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, for the purpose of reviewing and hearing objections to the special assessment roll.

3. The Township Clerk shall cause notice of such hearing and filing of the assessment roll to be published twice in a newspaper of general circulation in the Township prior to the date of hearing. The first publication shall be at least ten (10) days before the hearing. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown, on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice as published and mailed shall be in substantially the form provided in Exhibit A of this resolution.
4. All resolutions and parts of resolutions 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 1st day of July, 2014.

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

Evan Hope, Township Clerk

Exhibit A to Resolution No. 2014-011

NOTICE OF REVIEW OF SPECIAL ASSESSMENT ROLL FOR
STREET IMPROVEMENTS TO LAMOREAUX NO. 3 AND WOODLAND ESTATES SUBDIVISIONS

CHARTER TOWNSHIP OF DELHI
INGHAM COUNTY, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

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

33-25-05-12-255-004	3691 TRIANON TRAIL	33-25-05-12-255-006	3720 DELL ROAD
33-25-05-12-251-008	3696 BAYOU PLACE	33-25-05-12-255-001	3721 TRIANON TRAIL
33-25-05-12-255-003	3699 TRIANON TRAIL	33-25-05-12-253-012	3722 TRIANON TRAIL
33-25-05-12-253-003	3705 BAYOU PLACE	33-25-05-12-253-001	3725 BAYOU PLACE
33-25-05-12-251-007	3708 BAYOU PLACE	33-25-05-12-251-005	3728 BAYOU PLACE
33-25-05-12-255-002	3711 TRIANON TRAIL	33-25-05-12-251-001	3734 BAYOU PLACE
33-25-05-12-253-013	3712 TRIANON TRAIL	33-25-05-12-251-004	3740 ROYALE DRIVE
33-25-05-12-253-002	3715 BAYOU PLACE	33-25-05-12-252-001	3741 ROYALE DRIVE
33-25-05-12-251-006	3716 BAYOU PLACE		

and excluding all streets and other land deemed not benefited.

PLEASE TAKE NOTICE that a special assessment roll has been prepared and is on file in the office of the Township Clerk for public examination. Said special assessment roll has been prepared for the purpose of assessing the entire cost of the following described improvements to the property benefited thereof: *Construction of street improvements to include on Bayou Place, Royale Drive, Chateau Way, Fontaine Trail, Trianon Trail and Lamoreaux Lane, stripping 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*

TAKE FURTHER NOTICE that the Township Board will meet on Tuesday, July 15, 2014, at 7:45 o'clock, p.m. in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, for the purpose of reviewing said special assessment roll and hearing any objections thereto.

Appearance and protest at the hearing is required in order to appeal the amount of 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.