

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON SEPTEMBER 16, 2014**

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The members of the Delhi Charter Township Committee of the Whole met on Tuesday, September 16, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 7:00 p.m.

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

Members Absent: Trustee Megan Ketchum

**BUSINESS**

**FIRE DEPARTMENT – AUGUST ACTIVITY REPORT**

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The Board reviewed the August Fire Department Activity Report (ATTACHMENT I).

Brian Ball, Fire Chief, introduced Brad Drury, Delhi Township's new Assistant Fire Chief. The Fire Department Open House will be held on Thursday, October 9, 2014 from 6:00 p.m. to 8:00 p.m. at the Fire Department. Fire Chief Ball reported on recent classes taken by and upcoming classes that will be attended by Delhi Fire Fighters.

**COMMUNITY DEVELOPMENT DEPARTMENT – AUGUST ACTIVITY REPORT**

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The Board reviewed the August Community Development Department Activity Report (ATTACHMENT II).

Tracy Miller, Director of Community Development, stated that site plans are being reviewed for the new Jolly Road Speedway Gas Station. Construction on the Sycamore Trail is wrapping up. The Planning Commission is working on evaluating areas that may be appropriate for rezoning to Town Center.

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

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Lt. Vern Elliott, Ingham County Sheriff's Office/Delhi Division, reported on the highlights of the August Ingham County Sheriff's Office/Delhi Division Activity Report (ATTACHMENT III).

**PUBLIC COMMENT**

Michael Henderson, 3599 Creole Way, Holt, questioned the activity taking place at Maple Ridge Cemetery. Clerk Hope stated that fill dirt from the Green Drain project is being placed at the cemetery to add contour to a new section of the cemetery. Mr. Henderson questioned the cost of this project.

**ADJOURNMENT**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON SEPTEMBER 16, 2014**

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Meeting adjourned at 7:18 p.m.

Date: October 7, 2014

Evan Hope, Township Clerk

Date: October 7, 2014

C.J. Davis, Supervisor

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SUBJECT TO APPROVAL

# Delhi Township Fire Department Monthly Report

August, 2014

## Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	221	-	221
Fire / Rescue	60	1	61
Total Calls	281	1	282
Staff Hours	539	.35	539.35

Total calls in 2014: 1912

Total calls for 2013: 2672

## Inspections

Commercial Fire Inspections – 14

Fire Personnel Company Inspections - 22

## Training

206 Personnel participated in 435.5 Hours of Training

## Recruitment / Retention

<u>Activity</u>	<u>Hours</u>
Station tours	3
Meetings	15
Mentoring new personnel	10

**Mutual Aid:**            Given –24    Received –11    Auto Aid- 28

## Miscellaneous

- August 3 Vehicle fire 127 NB at Willoughby
- August 10 building fire at 3900 blk Howell 90,000 loss
- August 14 Assist Mason Fire with building fire and patient care of a fire victim
- August 15 Semi truck fire 1700 blk Holloway total loss
- August 27 Haz-Mat standby with Sheriff's office on Aurelius

**DELHI CHARTER TOWNSHIP**  
**Department of Community Development**

***August 2014 Activity Report***

**New Permits:**

Category	DDA Area Permits	Total Permits	Total Inspections
Building	9	44	126
Electrical	5	15	48
Mechanical	6	25	109
Plumbing	4	9	54
Fire Inspections	N/A	N/A	8
<b>Totals</b>	<b>24</b>	<b>93</b>	<b>345</b>

**Soil Erosion Permits & APA Projects:**

Category	DDA Area Permits	Total Permits/New Projects	Total Inspections
Soil Erosion	1	10	76
Soil Erosion Waivers	2	2	0
APA Projects	0	1	1
<b>Totals</b>	<b>3</b>	<b>13</b>	<b>77</b>

**New Code Enforcement Cases:**

Category	DDA Area Cases	Total Cases
Building Maintenance	0	2
Fence Violation	0	1
Junk & Debris	4	6
Junk Vehicles	2	16
Miscellaneous	4	11
Noxious Weeds	12	22
Sidewalk Snow	0	0
Sign	1	2
Site Plan	0	0
Yard Parking	3	5
Improper Zoning Use	0	0
<b>Totals</b>	<b>26</b>	<b>65</b>
<b>Total # of Inspections</b>	<b>125</b>	

**Rental Program Information:**

Number of New Registered Rental Properties	2
Number of Rental Re-inspections	3
Number of Rental Investigations	0
Number of Rental Cycle Inspections	2

**Civil Infraction/Abatement Information:**

<b>Abatement/Clean-ups</b>	<b>27</b>
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	<b>\$17,090.56</b>
<b>Civil Infractions Issued</b>	<b>5</b>
<i>Civil Infraction Fines Issued (Year to date)</i>	<b>\$2,275.00</b>

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
<b>COMMERCIAL MISCELLANEOUS</b>						
PB14-259	2040 AURELIUS ROAD UNIT 1	HOLT SHOPPING CENTER LLC	TENT FOR HOLT HOMETOWN FESTIVAL AUGUST 22ND & 23RD 2014	\$0	\$50.00	Y
PB14-271	3202 PINE TREE ROAD	CITADEL BROADCASTING COMPANY	INSTALL 2 NEW ANTENNAS AND ASSOCIATED EQUIPMENT ON EXISTING TOWER	\$0	\$50.00	Y
COMMERCIAL MISCELLANEOUS				\$0	\$100.00	Total: 2
<b>DECK</b>						
PB14-244	2696 BRIGANTINE DRIVE	E.T. MACKENZIE CO	CONSTRUCTING NEW 115 SQ FT DECK ON THE REAR OF HOUSE	\$1,035	\$50.00	Y
PB14-255	3585 DELL ROAD	ZDANKIEWICZ, RAYMOND AND	CONSTRUCTING 12' X 18' DECK ON REAR OF HOUSE	\$1,944	\$50.00	
PB14-267	2427 HOUGHTON HOLLOW DRIVE	BARNETT CONSTRUCTION	EXTEND EXISTING DECK AND INSTALL NEW DECK BOARDS AND SURROUNDS	\$2,646	\$50.00	
DECK				\$5,625	\$150.00	Total: 3
<b>DEMOLITION</b>						
PB14-277	2418 EIFERT ROAD	MIKE CHILDERS & SONS LLC	DEMOLISH DWELLING	\$0	\$50.00	
DEMOLITION				\$0	\$50.00	Total: 1
<b>FENCE</b>						
PB14-240	5565 HOLT ROAD	SLADEK, EDWARD & HILL, DEB	INSTALLING 6' FENCE IN REAR YARD	\$0	\$50.00	
PB14-251	2460 FEATHERSTONE DRIVE	GARDNER, MICHAEL & PATRICIA	INSTALLING A 4' CHAIN LINK FENCE AND A PORTION OF 4' WOOD FENCE	\$0	\$50.00	
PB14-252	2045 AUBURN AVENUE	HULTBERG, DENNIS & NANCY	REPLACING EXISTING 6' PRIVACY FENCE	\$0	\$50.00	
PB14-258	1820 MERGANSER DRIVE	GOMOLUCH, JUDITH	INSTALLING 5' CHAIN LINK FENCE IN REAR YARD	\$0	\$50.00	
PB14-260	4407 HOLT ROAD	MCQUISTON, SCOTT AND	INSTALLING 6' PRIVACY FENCE ON SOUTH EAST SIDE OF REAR YARD	\$0	\$50.00	Y

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
FENCE				\$0	\$250.00		Total: 5
<b>POOL</b>							
PB14-245	6425 HOLT ROAD	SNYDER, TIMOTHY J AND	INSTALLATION OF A 52" HIGH ABOVE GROUND POOL	\$0	\$50.00		
PB14-253	1637 GANDER HILL DRIVE	COULSON, THOMAS & JENNIFER	INSTALLATION OF AN ABOVE GROUND POOL	\$0	\$50.00		
POOL				\$0	\$100.00		Total: 2
<b>RESIDENTIAL ADDITION</b>							
PB14-265	2531 GROVENBURG ROAD	NEUMANN, MARTIN H & JANICE TRUST	CONSTRUCTING A 480 SQ FT FAMILY ROOM ADDITION TO THE BACK OF THE HOUSE	\$46,080	\$282.00		
RESIDENTIAL ADDITION				\$46,080	\$282.00		Total: 1
<b>RESIDENTIAL ALTERATION</b>							
PB14-242	6123 HOLT ROAD	CURTIS, JUANITA E	KITCHEN REMODEL - REMOVING ONE NON-STRUCTURAL WALL	\$800	\$50.00		
PB14-254	4599 WESWILMAR DRIVE	BELFOR USA GROUP INC	RESTORATION DUE TO FIRE DAMAGE - DRYWALL, PAINT, FLOORING AND INSALLATION	\$30,300	\$186.00		
PB14-281	4603 HOLT ROAD	FIFELSKI CONSTRUCTION	REMODEL UPSTAIRS AND ADD DORMERS	\$19,125	\$120.00		
RESIDENTIAL ALTERATION				\$50,225	\$356.00		Total: 3
<b>RESIDENTIAL DWELLING/GARAGE</b>							
PB14-249	3771 KELLER ROAD	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$196,593	\$1,182.00		
PB14-250	3775 KELLER ROAD	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$175,950	\$1,056.00		
PB14-262	4041 SIERRA HEIGHTS	RUSSELL, JOHN	CONSTRUCTING SINGLE FAMILY HOME	\$125,746	\$756.00	Y	
PB14-263	1129 MATTHAEI COURT	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$182,038	\$1,098.00		
PB14-268	4601 BISON DRIVE	EASTBROOK HOMES	CONSTRUCTING SINGLE FAMILY HOME	\$203,228	\$1,224.00		

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
PB14-279	4013 SUNSHINE PEAK DRIVE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$166,126	\$1,002.00		
PB14-280	1135 MATTHAEI COURT	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$194,838	\$1,170.00		
RESIDENTIAL DWELLING/GARAGE				\$1,244,519	\$7,488.00		Total: 7
<b>RESIDENTIAL MISCELLANEOUS</b>							
PB14-241	2221 COOLRIDGE ROAD	SHERRIFF-GOSLIN CO	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	Y	
PB14-243	993 GROVENBURG ROAD	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-246	2460 FEATHERSTONE DRIVE	GARDNER, MICHAEL & PATRICIA	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-247	5900 HARPER ROAD	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF (THE HOUSE ONLY - GARAGE ON SEPERATE PERMIT DONE BY OWNER)	\$8,000	\$100.00		
PB14-248	3915 APPLGROVE LANE	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-256	3949 MAYAPPLE LANE	HOME PRO ROOFING	TEAR OFF AND RE-ROOF	\$0	\$50.00		
PB14-257	3655 OBSERVATORY LANE	HOME PRO ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-261	4710 CROMWELL STREET	DERGENGOSKI CONSTRUCTION CO	TEAR OFF AND RE-ROOF GARAGE AND BONUS ROOM ONLY	\$4,000	\$50.00		
PB14-264	6165 LINDSEY LANE	SIMON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-266	2320 PINE TREE ROAD	SIMON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-269	2421 FEATHERSTONE DRIVE	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-270	5108 KILLARNEY DRIVE	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-272	2292 TIFFANY LANE	HOME PRO ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		

# DELHI CHARTER TOWNSHIP

## Building Permit Details

# of  
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
PB14-273	3955 BAYBERRY LANE	HOME PRO ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-275	1958 GUNN ROAD	STREAMLINE ENTERPRISES INC	TEAR OFF AND RE-ROOF	\$5,000	\$50.00		
PB14-276	4737 WILCOX ROAD	JB CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-278	4472 NORTH STREET	ELIEFF BROTHERS ROOFING INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	Y	
PB14-282	1959 MAPLE STREET	J. F. SHEWCHUCK CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
<b>RESIDENTIAL MISCELLANEOUS</b>				<b>\$129,000</b>	<b>\$950.00</b>		<b>Total: 18</b>
<b>SIGN</b>							
PS14-026	1845 CEDAR STREET	MIDWEST SIGN CO.	INSTALLING 130 SQ FT WALL SIGN	\$0	\$200.00	Y	
PS14-028	3350 PINE TREE ROAD	SIGN-A-RAMA	INSTALLING 32 SQ FT WALL SIGN	\$0	\$82.00	Y	
<b>SIGN</b>				<b>\$0</b>	<b>\$282.00</b>		<b>Total: 2</b>
<b>Totals:</b>				<b>\$1,475,449</b>	<b>\$10,008.00</b>		<b>44</b>

Permit.DateIssued Between 8/1/2014 12:00:00 AM AND  
8/31/2014 12:00:00 AM  
AND  
Permit.PermitType = Building OR  
Permit.PermitType = Sign

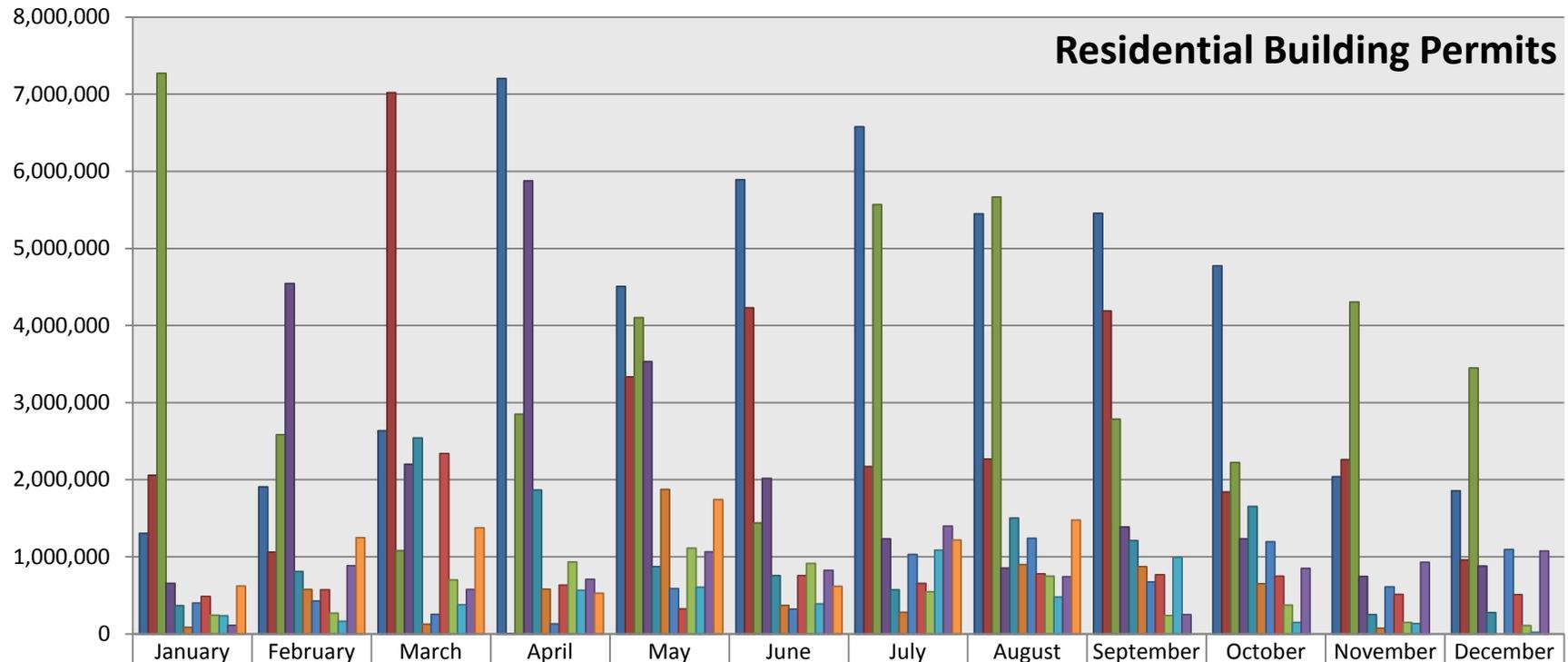
## SUMMARY OF CONSTRUCTION VALUES

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

**2014 Year to date Construction Values:**

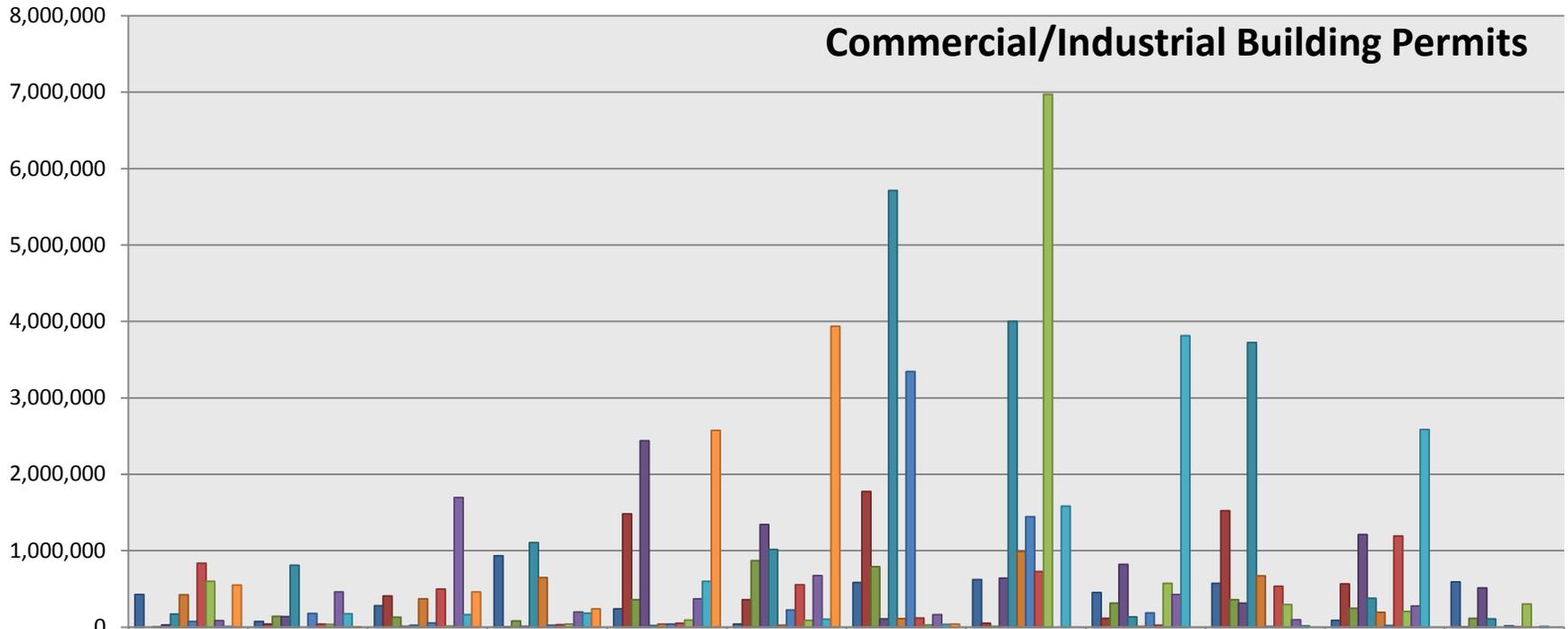
<b>Commercial / Industrial:</b>	<b>\$ 7,800,580.00</b>
<b>Residential:</b>	<b>\$ 8,821,179.00</b>
<b>Total Single Family Homes:</b>	<b>37</b>

## Residential Building Permits



	January	February	March	April	May	June	July	August	September	October	November	December
■ 2003	1,303,222	1,907,265	2,634,726	7,202,298	4,506,568	5,890,225	6,577,503	5,449,464	5,455,775	4,772,708	2,040,811	1,856,139
■ 2004	2,057,874	1,061,075	7,018,665	2,409	3,332,125	4,230,009	2,171,175	2,269,297	4,189,316	1,838,373	2,261,219	958,547
■ 2005	7,272,620	2,580,999	1,080,570	2,848,833	4,100,194	1,438,787	5,569,135	5,666,330	2,785,505	2,223,344	4,305,671	3,448,286
■ 2006	653,107	4,544,462	2,200,224	5,876,530	3,533,055	2,016,011	1,231,992	852,573	1,387,170	1,230,662	745,550	881,456
■ 2007	366,901	807,589	2,542,647	1,865,777	870,683	755,569	571,666	1,504,157	1,209,407	1,651,929	251,475	274,952
■ 2008	84,176	576,220	127,628	579,796	1,872,379	368,071	279,260	896,898	873,804	652,707	73,000	0
■ 2009	401,319	425,655	252,651	130,696	589,254	319,608	1,028,683	1,240,799	674,200	1,194,808	611,112	1,094,312
■ 2010	484,464	571,973	2,339,559	633,374	323,160	755,450	656,705	777,918	768,831	750,411	513,137	509,014
■ 2011	241,340	269,142	698,082	931,543	1,110,943	915,267	547,390	748,734	238,720	374,395	148,666	107,068
■ 2012	236,170	162,820	379,179	566,030	604,628	388,176	1,084,941	477,119	991,532	149,082	134,136	22,202
■ 2013	111,336	882,567	574,514	707,082	1,062,191	823,864	1,398,170	741,954	249,737	851,190	927,031	1,076,756
■ 2014	619,352	1,245,681	1,375,802	527,079	1,741,988	617,175	1,218,653	1,475,44				

## Commercial/Industrial Building Permits



	January	February	March	April	May	June	July	August	September	October	November	December
2003	425,040	72,962	279,550	935,214	240,500	40,350	584,439	621,851	454,370	574,016	89,400	590,100
2004	0	40,000	409,002	4,000	1,480,444	359,950	1,773,063	52,425	115,160	1,522,191	566,020	1,000
2005	7,760	140,049	129,496	81,459	358,820	871,298	791,555	8,000	312,938	358,465	247,127	114,525
2006	27,000	138,900	9,000	9,540	2,438,077	1,341,443	106,100	641,986	821,772	313,363	1,209,475	513,940
2007	172,221	808,786	25,206	1,105,534	20,293	1,016,148	5,714,648	4,000,820	134,031	3,722,518	376,371	108,000
2008	421,042	0	370,000	647,000	41,000	25,000	110,000	990,923	9,500	670,442	195,000	0
2009	72,000	178,233	54,600	25,000	41,440	222,525	3,343,047	1,443,417	187,500	8,000	22,000	19,005
2010	834,198	40,992	496,441	32,997	50,000	553,319	117,975	727,220	25,000	536,616	1,192,795	7,740
2011	600,000	35,500	13,000	38,000	92,575	88,000	29,000	6,970,497	571,242	294,317	204,730	301,000
2012	84,908	460,875	1,695,784	195,935	370,500	674,345	165,000	0	427,768	96,584	275,202	0
2013	10,600	173,820	162,018	181,312	600,540	104,400	34,275	1,584,432	3,812,956	18,000	2,584,239	10,000
2014	550,782	225	459,420	240,024	2,575,239	3,936,890	38,000	0				

*COUNTY of INGHAM*

State of Michigan

SHERIFF'S OFFICE

**Gene L. Wriggelsworth**

Sheriff

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

- 08/05/2014 Deputies responded to Barry's Run for a 35 year old male not breathing. Dep. Bowden administered CPR and was able to clear the patient's airway and get him breathing again. The patient was turned over to Delhi Fire.
- 08/06/2014 Dep. Boerkoel responded to the McDonald's on Cedar St. for a subject passed out in his car in the handicapped parking spot. Further investigation revealed that the suspect was intoxicated and he was arrested for OWI 3<sup>rd</sup>.
- 08/09/2014 Deputy Boerkoel responded to Chisolm Hills Golf Course for a Personal Injury accident. An intoxicated subject drove a golf cart through a wedding party hitting and injuring a female. The subject was arrested for OWI and lodged at the Ingham County Jail.
- 08/09/2014 Dep. Khan responded to a suspicious vehicle on Creole Way. Dep. Khan located the vehicle and found a 19 year old male engaged in sex with a 14 year old female. The male was arrested for CSC 3<sup>rd</sup>, possession of marijuana, and open intoxicants. The female was turned over to her mother for medical follow up.
- 08/09/2014 Deputies responded to a fatal crash on Waverly and Bishop Rd. A pickup truck pulled out in front of a motorcyclist.

- 08/10/2014 Dep. Duling responded to Eaton Rapids Rd. for kittens dumped at a dumpster. In attempting to retrieve them, he was bit by one of the kittens and it escaped. Dep. Duling was treated for the cat bite.
- 08/10/2014 Deputies responded to Wanstead for a CSC report. Investigation revealed an 8 year old female who was the victim of a 70 year old male neighbor. The suspect was arrested and charged with CSC 1<sup>st</sup> and lodged at the Ingham County Jail. Detective Bureau is finishing the investigation.
- 08/11/2014 Deputies responded to a report of mailboxes being smashed on Anchor Ct. The suspect injured his hand punching one of the mailboxes, and they were able to follow the blood trail back to the suspect's home. When confronted he became belligerent, and then resisted arrest. He was lodged at the Ingham County Jail.
- 08/13/2014 Deputies responded to Harper Rd. for a 12 year old that found loaded guns in the house. The 12 year old showed the guns to Deputies and found that one was a sawed off shotgun. Investigation resulted in a male in the house being arrested for a felon in possession of a firearm, possession of a short barreled shotgun, and felonious assault. ATF is involved in the investigation as well.
- 08/15/2014 Deputy Pulst stopped a vehicle for an expired plate; the driver and passenger were found to have felony warrants. When Dep. Pulst went to return to the vehicle, the driver drove away leading Deputies on a pursuit to the County line where the pursuit was terminated. During the pursuit, the driver threw suspected Meth components out of the window. The Fugitive Team located the suspect and arrested him; the female passenger turned herself into Deputies at the Delhi Office.
- 08/15/2014 Deputies took a late Domestic assault report at the Office. Victim stated she had been beaten with a baseball bat and broom by her husband. Delhi Fire responded and took the Victim to the hospital. Deputies located the husband at work, and arrested him for Aggravated Domestic Assault and lodged him at the Ingham County Jail.
- 08/17/2014 Deputies assisted LPD with an unwanted subject call due to all LPD units being tied up on a shooting. While returning to the township, Deputies Ward and Rowley stopped a vehicle at MLK and Miller for a taillight out. Driver and passenger were found to have warrants out of LPD. During an inventory search of the car, Deputies found a stolen handgun out of LPD. Turned over to LPD.
- 08/19/2014 Deputies responded to the Quality Dairy for a subject who wanted to turn himself in for stealing his father's car. Deputies found a 14 y.o. male who had his father's car. The teenager said he took it to go see his Mom, only she wasn't home. Both parents notified and the teenager was released to his Mother. The car was returned to his Father and a citation was given for driving without a license.
- 08/19/2014 Sgt. Flint and Dep. Huhn responded to a domestic on Aurelius Rd. Both parties were interviewed, and it was determined that the female half had been punched in the face and suffered a cut lip. The Suspect was arrested for domestic assault, and lodged at the Ingham County Jail.

- 08/21/2014 Deputies responded to the Burger King on Cedar where the caller reported witnessing a drug deal in the parking lot. Deputy Narlock located the vehicle and suspect. The Suspect was found to be in possession of Marijuana packaged for sale and psychedelic mushrooms. Suspect was arrested for possession with intent to deliver, and his vehicle was seized.
- 08/22/2014 Deputies responded to 1560 N. Eifert road to an assault complaint. Victim was at a party and was sucker punched by the Suspect. Victim was bleeding from the head, and was transported to the Hospital by Delhi Fire. Suspect was located nearby and was arrested for aggravated assault and was lodged at the Ingham County Jail.
- 08/22/2014 Deputies received an anonymous tip that a subject had several items in his mother's basement from local burglaries. Deputies conducted a knock and talk, and located the suspect and stolen items. The suspect was arrested, and the Detective Bureau is following up on the investigation.
- 08/22/2014 Deputy Bowden responded to Holt Rd. for a 2 y.o. that had accidentally locked himself in the bathroom. Deputy Bowden was able to free the child and reunite him with his mother.
- 08/23/2014 Sgt. Harrison and Deputies Rowley and McElmurray responded to Zuider Rd for a domestic. Suspect was found to have punched and strangled his girlfriend. He was arrested for domestic assault and strangulation and lodged at the Ingham County Jail.
- 08/24/2014 Deputies received a report of a silver Pontiac driving erratically down Cedar St. Deputies found the vehicle, and stopped it near Dallas. The Driver was found to be intoxicated and was arrested for OWI.
- 08/25/2014 Deputy Khan responded to Dell road for a domestic involving strangulation. The Suspect was found to have assaulted his girlfriend. Victim bit the Suspect in self-defense. Suspect was arrested and lodged at the Ingham County Jail.
- 08/31/2014 Deputy Doyle stopped a car speeding on Auburn Street. The driver was found to be intoxicated. He was arrested for OWI 3<sup>rd</sup> and lodged at the Jail.

### **STATISTICS:**

During the month of August, Deputies responded to 389 calls for service (written and blotter complaints). They made 142 arrests of which 76 were self – initiated. Deputies issued 263 citations. Deputies conducted 326 business/property checks, 29 liquor inspections, and spent 140.4 hours in Community Policing. Deputies participated in 145.9 hours of training.

### **Calls for Service**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
August	482	434	389
Year to Date	3622	3119	2367

**Total Arrests**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
August	103	115	142
Year to Date	824	924	966

**Total Self – Initiated Arrests**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
August	66	60	76
Year to Date	466	520	546

**Citations Issued**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
August	169	202	263
Year to Date	1684	1691	1717

COUNTY of INGHAM

State of Michigan  
SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke  
Undersheriff

630 North Cedar Street  
Mason, Mi 48854  
(517) 676-2431  
FAX (517) 676-8299

Greg S. Harless  
Chief Deputy

Sam Davis  
Major

Joel Maatman  
Major

**TO:** Lt. V. Elliott  
**FROM:** Dep. Kelly Bowden #5379  
**DATE:** Tuesday, September 02, 2014  
**RE:** August 2014 Monthly Business Officer Report

Total Complaints:	41
Traffic Stops:	22
Citations:	13
Property/ Business Checks:	133
Liquor Inspections:	6
Community Policing Hours:	27.1

**Community Policing Highlights:**

I met with a citizen who complained a local car wash had caused some damage to her car and was refusing to reimburse her. I explained how to pursue the matter through civil court and directed the citizen to 55<sup>th</sup> District Court for follow up.

I responded with other Delhi Division Deputies for a male down and not breathing. Upon arriving to the residence, I located a male who was cyanotic and found to be choking on food. I was able to clear the male's airway and assisted his breathing until medics arrived to transport him to the hospital. The male reportedly was recovering in the E.R. when I checked his status later that evening.

I received information from night shift deputies in reference to a local restaurant/bar that was the subject of repeated noise complaints. The bar had a live band playing one night a

week and deputies had issued warnings on several occasions about the excessive noise level. I met with the manager and explained the ramifications of repeated violations. The manager, the band's manager, and I all worked together to end the problem. I later worked an evening shift and found the band and business was in compliance with Township noise ordinances.

I had received several complaints throughout the summer from mobile ice cream vendors about a vendor who was operating in the Township without a permit. After several attempts to locate the vehicle described by the vendors, I finally observed it during the weekend of Holt Hometown Days. I contacted the persons staffing the vehicle and confirmed they were operating without the required permit. I warned them and provided information on where and how to obtain the required permit. I will be continuing to monitor this company for compliance as my contact with them left me with further concerns about the cleanliness of the vehicle they were using.

I helped staff the Sheriff's Office command trailer at Holt Hometown Days. I also provided traffic control during the fireworks later that night and was assisted by volunteers from the mounted division. The event went smoothly and it appeared everyone had a good time.

**Investigative Highlights:**

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

I assisted another deputy on a credit card fraud complaint. The complainant's son stole her credit card and used it to make numerous cash withdrawals and purchases in Lansing. I located surveillance footage and other evidence that tied the suspect to the crime. I met with the Prosecutor and they approved three counts of credit card theft and fraud against the suspect. He has been arrested and lodged at the Ingham County Jail.

I opened a wire fraud investigation after a local citizen came to the Delhi Twp office to make a complaint. It is alleged the citizen's daughter accessed his bank account and made several wire transfers to pay her bills without permission. The investigation is continuing.

I received a complaint of larceny from a trailer. An employee at a local business reports leaving his work trailer parked in the parking lot of his workplace overnight. The locked trailer was apparently forcibly entered during the overnight hours and numerous power tools were stolen. Investigation into the matter was hampered by the fact the victim did not have serial numbers or other identifying information recorded. There are no current suspects and the matter has been documented and closed.

I received a retail fraud complaint at a local eye doctor's office. A male entered the store, selected several high dollar pairs of sunglasses, and then fled the store in an unknown direction. Deputies checked the area when the call was dispatched and were unable to locate the male. The matter has been documented and closed.

I received a request from 55<sup>th</sup> District Court Probation department to assist them with picking up a probationer who was repeatedly violating the terms of her sentence. I went to the address and made contact with her. The female attempted to flee the area upon seeing me but was unable to do so because all points of exit in her home were covered by officers. Lt. Elliott and I later located the female hiding in her basement. She was taken into custody and lodged at the Ingham County Jail.

I concluded a check fraud complaint I have been investigating where a former employee had been cashing his payroll checks more than once. The Prosecutor's Office has issued charges against the suspect and I anticipate making an arrest soon.

Respectfully Submitted,

Deputy Kelly Bowden, Badge #5379



*COUNTY of INGHAM*

State of Michigan

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**Sheriff**

**Allan C. Spyke**  
Undersheriff

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**Greg S. Harless**  
Chief Deputy

**Sam Davis**  
Major

**Joel Maatman**  
Major

**TO:** Lt. Vern Elliott  
**FROM:** Deputy Cheryl Huhn #5430  
**DATE:** 09/03/14  
**RE:** August 2014 Monthly

**STATISTICALS:**

Comm. Policing Hours:	26
Special Assignment:	8
Complaints taken:	14
Training:	8.5
Traffic stops:	7
Citations issued:	10
Arrests:	5
Contacts (school):	1
Contacts (business):	10

**COMMUNITY POLICING ACTIVITY:**

I spoke with Denise at Windmill Mobile Home Park. We discussed about a resident abusing a dog. I contacted Animal Control and an Officer came out to Windmill to investigate the allegation of abuse. Denise advised that there have not been any other issues in the park.

I spoke with Andrea Powell the manager at Huntley Villa. Andrea advised that she has not had any problems reported to the office in the past couple of weeks. Andrea advised that a resident that she was having problems with moved out at the end of July.

I met with Kerrie Krampe the manager at Stone Gate. Kerrie advised that some of the problem people moved out during the spring and they have not had any problems all summer.

I met with Lisa Peck the manager at Delhi Manor. Lisa advised that they had a small beach party a couple weekends ago and they did not have any problems. Lisa advised that the beach party had a smaller turnout compared to previous years. Lisa advised that she was told by another resident that Lot #258 has a lot of traffic coming and going throughout the evening. Lisa advised that she told that the trailer has different colored lights outside the trailer. When the light is a certain color, then there is more traffic coming and going. Lisa advised that she was going to check out the allegation of the different colored light and the traffic before she called the police to investigate what was going on.

I met with a resident from Huntley Villa Townhomes at the Delhi Township Office. The resident was concerned that Huntley Villa was going to tow his vehicle because it had an expired license plate and two flat tires. The resident advised that he could not find anything on his lease about vehicle parking. The resident was advised that the Sheriff's Office does not enforce parking violations on private property unless it is related to handicap parking. The resident advised that he was going to contact the management office to see what he could do about his vehicle.

I attended the monthly Holt/Dimondale Business School Alliance breakfast meeting at Charlar Place. We discussed Holt Hometown Days, 9-11 Hero Race, and school starting September 2, 2014.

Throughout the month of August I continued coordinating with the volunteer units for Holt Hometown Days. Deputy Mary Hull and I patrolled the parade on bicycles. Sgt. Matthew Flint led the parade in the Delhi Command Vehicle. Deputies Plesscher and Polack from the motor units roved the streets to make sure all traffic was cleared from the roadway before the parade came through the area. Deputies Ayers, Grivins, Dillon, Stoddard, LaLone and Jones helped with traffic control during the parade. Explorers Dennay, Kirshner, Bigelow, Phillips and Carlson assisted with traffic control during the parade. The parade lasted for approximately 1 hour long. There were no reported incidents with the parade. After the parade was over, Deputy Hull, the explorers and I went to the Holt Junior High to work at the command pod. We passed out stickers, brochures, and child identification kits. We utilized the seatbelt convincer if people were interested in using it. Deputies Ayers and LaLone came back to assist Deputy Bowden with traffic control after the fireworks.

I attended a meeting with Bob Plesscher, Dennis Fosburg and Jeff Butcher at the Delhi Fire Station. We discussed the details of the 9-11 Hero Race. The 5K walk/run is being held on 9-11-14. The race starts at 1830 hours at the Delhi Fire Station.

I met with the owners Ken and Kevin at Spartan Barricading. I asked if they would be able to help with traffic control at the 9-11 Hero Run. They advised that they would bring all of the cones to shut down the roadway during the race.

During the month of August I patrolled several subdivisions while on routine patrol. I provided special attention in a patrol unit and on the bicycle in the area of Norwood and Vernon Ave. I patrolled Loch Woode Subdivision looking for drivers running the stop sign and speeding. I witnessed several infractions that took place in my presence. I issued a citation or gave a verbal warning to the driver.

I assisted Deputy Mary Hull with maintaining the Ingham County Sheriff's Office // Delhi Division Facebook webpage.

### **OTHER MATTERS**

During the month of August I responded to 14 calls for service. Some of these calls included larceny from building, home invasion, check welfare, domestic assault, and assist other agency.

On August 5, I responded to a medical call on Barry Path where a 35 year old male was not breathing. I assisted Deputy Kelly Bowden at the residence with Delhi Fire. The male suffers from MS and he was choking on food. The male was breathing and he was transported to Sparrow Hospital.

On August 15<sup>th</sup> I assisted Deputy Brandon Doerr with a domestic assault investigation. A female and her children came into the Delhi Township Office to file the complaint. The female had been severely beaten by her husband. Upon investigation the husband was located, arrested and he was lodged at the Ingham County Jail for aggravated domestic assault.

On August 15<sup>th</sup> I assisted Deputy Paul Narlock at a residence on Wilcox Rd for a suspicious situation complaint. The resident reported that she found bones buried in a cooler in her backyard. It was determined that the bones were some sort of animal bones.

On August 19<sup>th</sup> I responded to a domestic assault complaint at Huntley Villa. A female reported that she was hit in the face by her boyfriend. The female sustained a cut on her upper lip from the assault. The boyfriend was interviewed, arrested and lodged at the Ingham County Jail for domestic assault.

On August 21<sup>st</sup> a male came into the Delhi Township Office to report an anonymous tip about stolen property at a residence in Delhi Township. The confidential informant advised that he was just at a residence on Davlind Drive that had multiple stolen items in the basement. The informant advised that there is a male that lives at the resident that admitted to going into garages in the subdivision and stealing any kind of power tools and lawn/garden equipment. After investigating the anonymous tip, it was determined that during the month of August there was a rash of larcenies and home invasion complaints in the area of Davlind Drive, Tuscany Lane, Grayfriars Ave, Doncaster Ave,

and Berkley Rd. On August 22<sup>nd</sup> Deputy Paul Richards, Deputy Brandon Doerr and I went to the address on Davlind Drive and made contact with the home owner. I advised the homeowner of the allegation of the stolen property in the basement of the residence. The home owner gave consent to search the basement for the stolen property. During the search, 19 items were located and confiscated. Most of the items had already been reported to the Sheriff's Office in previous reports. The items were taken to the Delhi Township Office and tagged into evidence. The suspect was interviewed and subsequently arrested after the interview was complete. The suspect was lodged at the Ingham County Jail.

Respectfully submitted,  
Deputy Cheryl Huhn #5430



*COUNTY of INGHAM*

State of Michigan

SHERIFF'S OFFICE



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**Sheriff**

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Chief Deputy

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Major

**Joel Maatman**  
Major

**TO:** Lt. Vern Elliott  
**FROM:** Deputy Mary Hull #5353  
**DATE:** Wednesday, September 03, 2014  
**RE:** August 2014 Monthly Report

**MONTHLY STATS:**

Complaints: 11  
Property Checks: 9  
Community Policing hours: 60  
School Checks: 10

**COMMUNITY POLICING ACTIVITY:**

On August 13, Jennifer Smith and David Hornak invited me to the ice cream social at Horizon Elementary to speak with the parents and children about walking to school safely. The presentation included information about why walking is good for the environment and us, walking on the sidewalk verses waling in the street if there is no sidewalk, safe behavior when walking near traffic and being aware of driveways when walking.

During the month of August, I continued to keep the community updated through the Ingham County Sheriff's Office – Delhi Division Facebook page. Some of the topics on the page included motorcycle safety; reminding motorists to look for motorcycles, a reminder to give motorcycles room; and staying focused on driving, and paying attention to your surroundings watching for motorcycles. I also included The Michigan Sheriff

Association's August safety tips including topics about bike safety, information about the heat of cars during the warm weather and three things to know about the Do Not Call lists. In addition, I included a crime prevention tips pertaining to when solicitors are at your door or calling you on the phone particularly when it comes to giving out personal information and safe driving tips during the holiday. In addition, I provided links to The United States Department of Transportation reference school bus safety, and the Department of national Resources reference hunter safety.

On August 23, Deputy Huhn, members of the volunteer Motor unit, Ingham County Explorer Post and I assisted with the traffic control for the annual Hometown Days parade. After the parade, Deputy Huhn and I attended the open house at the Give-A-Kid, and the bingo tent at Buddies Bar and Grill. In addition, Deputy Huhn, Deputy Bowden, the Explorers, and I utilized the Ingham County Sheriff's Office Command Pod offering a police presence for any emergencies and provided the public with bike registrations, child identification kits; safety oriented brochures, and operated the seatbelt convincer.

**OTHER HIGHLIGHTS:**

During the month of August, I responded to thirteen calls for service. Some calls for service included breaking and entering, possession of stolen property, damage to property, and various non-criminal incidents.

On August 7, I responded to a home for malicious damage to property report. The homeowner reported that during the night unknown individual(s) threw a hard item at a second floor window breaking the outside window of a double paned window. The area was checked for the item that caused the damage; however, nothing was located. I checked the log for other reported incidents of damage or mischief and found that the night shift received calls about juveniles walking around after dark, but were not able to locate the juveniles. The victim did not believe that he or his home was singled out as a target. On August 19, I responded to Midway Early Childcare Center for damage to property report. Between August 18 and 19, unknown individual(s) damaged a toddler play structure valued at \$3,700.00. One resident living in the area reported seeing a number of males on the playground but did not see them damage the property. I posted information on the Ingham County Sheriff's Office Delhi Facebook page asking for information pertaining to identification of the individuals responsible for the damage. The report has been closed; however it will be reopened if any information pertaining to the identification of possible suspects.

On August 11, I responded to an address for a late breaking and entering report. The homeowner reported that his snow blower and ten-gallon gas can were taken from the garage. The homeowner did not know when the items were taken but thought it could have been within a three-week period. The homeowner reported that he locks the garage ninety percent of the time and always closes the overhead door when he is not in the garage. However, there was no evidence that the door was pried open or the overhead door forced open. I checked the pawn sites for pawned snow blowers, but did not locate any matches.

On August 11, I received information from an individual living on Auburn. The resident was concerned about a home on the same block that had been vacant for some time, and saw males coming and going from the home and believed that the males were illegally staying in the home. Upon arrival to the home I made contact with one male subject, when asked about his presence in the home he indicated that he and his cousins were renting the home from the homeowner. I made contact with the current homeowner and the relator and both confirmed that the males were renting the home. On August 18, a female runner came to the Delhi Office to report an incident that morning while she was running. The female runner advised that she was running in the area of McCue and Eifert Roads when she noticed a car turn onto McCue Road and stop. The female runner advised that she grew concerned because it appeared that the driver was staring at her making her feel uncomfortable. The female runner was able to get the license plate off the vehicles after it continued west on McCue Road. Upon running the plate, I located the owner of the vehicle and made contact with him later that day. The driver indicated that his mother lives in the area and periodically stops on Eifert Road to text her asking her to look out the window and wave.

On August 20, while in the area of Jolly and Aurelius I observed two male juveniles on a moped swerve in front of a car causing the car abruptly to stop to avoid an accident. When the males turned onto Five Oaks Drive, I conducted a traffic stop. While conducting the investigative stop neither male had any identification with them and indicated the moped belong to one of their aunts, but could not give a phone number in which to verify the information. Upon running the vehicle identification number in the Law Enforcement Information Network, I located the owner. The owner reported that the moped was stolen the night before from his home in Lansing, but had not reported it to Lansing Police Department. The two males were taken back to the office for an interview and contact with parents. Both males had a different statement as to how they got the moped and who gave it to them. Neither juvenile will be charged with possession of stolen property as the owner refused to report the larceny to Lansing Police Department.

Respectfully submitted,  
Deputy Mary Hull #5353

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, September 16, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

Members Absent: Trustee Megan Ketchum

**COMMENTS FROM THE PUBLIC**

Robert Calder, 4372 Willesdon Avenue, commented on hosting 4<sup>th</sup> of July fireworks in the Township; sidewalk blockages and street parking during snow removal.

**CONSENT AGENDA**

- A. Approval of Minutes – Joint Park Commission-Township Board Meeting of August 19, 2014
- B. Approval of Minutes – Regular Meeting of August 19, 2014
- C. Approval of Minutes – Budget Workshop of September 9, 2014
- D. Approval of Claims – August 19, 2014 (ATTACHMENT I)
- E. Approval of Claims – September 2, 2014 (ATTACHMENT II)
- F. Approval of Payroll – August 28, 2014 (ATTACHMENT III)
- G. Approval of Payroll – September 11, 2014 (ATTACHMENT IV)

**Harmon moved to approve the Consent Agenda as presented.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**ZONING AND DEVELOPMENT**

**SPECIAL USE PERMIT NO. 14-129A – SPEEDWAY, LLC – 2558 E. JOLLY ROAD – TAX  
PARCEL NO. 33-25-05-02-200-010 & 022**

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SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP**  
**MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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The Board reviewed a memorandum dated August 26, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT V).

**Hayhoe moved to adopt Special Use Permit No. 14-129A for Speedway, LLC, 2558 E. Jolly Road, Lansing, MI, Tax Parcel No. 33-25-05-02-200-010 & 022, to permit the construction of a fueling station, as recommended by the Planning Commission at their August 25, 2014 meeting.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**SPECIAL USE PERMIT NO. 14-277 – O’s DETAILING – 4465 KELLER ROAD – TAX PARCEL NO. 33-25-05-14-302-002 – AUTO DETAILING**

---

The Board reviewed a memorandum dated September 9, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT VI).

**Sweet moved to adopt Special Use Permit No. 14-277 for O’s Detailing, 4465 Keller Road, Tax Parcel No. 33-25-05-14-302-002, to permit motor vehicle servicing in the form of auto detailing, as recommended by the Planning Commission at their September 8, 2014 meeting.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**PROPOSED TOWNSHIP POLICY NO. 130 – POST-CONSTRUCTION STORMWATER RUNOFF CONTROL**

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The Board reviewed memorandums dated September 9, 2014 from Twp. Mgr. Elsinga and September 8, 2014 from Sandra Diorka, Director of Public Services (ATTACHMENT VII).

**Warfield moved to adopt Township Policy No. 130 – Post-Construction Stormwater Runoff Control.**

Treasurer Sweet asked if this policy would apply to the school properties as the Holt Public School District is nested within the Township’s stormwater permit. Jamie Burton, P.E., Hubbell, Roth & Clark, answered in the affirmative.

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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**LINING OF SANITARY SEWER ALONG McCUE ROAD**

---

The Board reviewed a memorandum dated September 10, 2014 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

**Warfield moved to approve the bid from Utility Services Authority, LLC in the amount of \$59,800 for the lining of sanitary sewer along McCue Road subject to the submittal of necessary bond and insurance certificates.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**PUBLIC HEARING**

**APPLICATION OF PROPOSED BROWNFIELD REDEVELOPMENT PLAN (2022 CEDAR STREET)**

---

Motion to open the Public Hearing – 7:47 p.m.

**Warfield moved to open the Public Hearing on the Brownfield Redevelopment Plan.**

A Voice Poll was recorded as follows: All Ayes

**MOTION CARRIED**

DDA Environmental Attorney Charles Barbieri, stated that this will be the Township's fourth Brownfield Redevelopment Plan. The purpose of this plan is to ready the property for possible future development. Attorney Barbieri explained the Brownfield Redevelopment Plan process.

Trustee Harmon reiterated what Attorney Barbieri presented to the Board; that the Township will adopt a Brownfield Redevelopment Plan for this property for a future developer. Attorney Barbieri confirmed.

No comments were received from the public.

Motion to close the Public Hearing – 7:54 p.m.

**Hope moved to close the public hearing on the Brownfield Redevelopment Plan.**

A Voice Poll was recorded as follows: All Ayes

**MOTION CARRIED**

**RESOLUTION NO. 2014-020 – APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION CERTIFICATE – SCITEX, LLC**

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Motion to open the Public Hearing – 7:54 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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**Hope moved to open the Public Hearing for the application of Industrial Facilities Tax (IFT) Exemption Certificate - SciTex, LLC.**

Tracy Miller, Director of Community Development, gave an overview of the application for Industrial Facilities Tax Exemption Certificate submitted by SciTex, LLC.

No comments were received from the public.

Motion to close the Public Hearing – 7:59 p.m.

**Hope moved to close the Public Hearing on the application for Industrial Facilities Tax (IFT) Exemption Certificate for SciTex, LLC.**

A Voice Poll was recorded as follows: All Ayes  
**MOTION CARRIED**

**NEW BUSINESS**

**RESOLUTION NO. 2014-019 – TO APPROVE BROWNFIELD PLAN NO. 4 FOR 2022 CEDAR STREET**

---

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

**Sweet moved to adopt Resolution No. 2014-019 which approves Brownfield Plan No. 4 for 2022 Cedar Street for the Charter Township of Delhi pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as amended.**

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

**RESOLUTION NO. 2014-020 – APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION CERTIFICATE – SCITEX, LLC**

---

The Board reviewed a memorandum dated September 10, 2014 from Twp. Mgr. Elsinga (ATTACHMENT X).

**Hayhoe moved to adopt Resolution No. 2014-020 which approves the application for Industrial Facilities Tax (IFT) Abatement Certificate for SciTex, LLC.**

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

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

---

**PUBLICLY OWNED TREATMENT WORKS PRIMARY CLARIFIER PROJECT**

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The Board reviewed a memorandum dated September 11, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XI).

**Warfield moved to approve the POTW primary clarifier project in the total amount of \$159,808 (\$84,208 Evoqua for parts; \$75,600 Gerace Construction for labor).**

Trustee Harmon asked if this would allow the equipment to last for an additional extended period of time. Mr. Burton stated that the plant is ran very well, the rehabilitation is done very well and the equipment is taken care of so it is anticipated that the Township will receive a useful life out of this equipment and materials.

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**AMENDMENT NO. 3 TO RESOLUTION NO. 2013-018 – FY 2014 GENERAL FUND BUDGET**

---

The Board reviewed a memorandum dated September 8, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XII).

**Harmon moved to adopt Amendment No. 3 to Resolution No. 2013-018 for the Fiscal Year 2014 General Fund Budget.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**AMENDMENT NO. 1 TO RESOLUTION NO. 2013-019 – FY 2014 WATER IMPROVEMENT FUND BUDGET**

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The Board reviewed a memorandum dated September 8, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XIII).

**Hayhoe moved to adopt Amendment No. 1 to Resolution No. 2013-019 for the Fiscal Year 2014 Water Improvement Fund Budget.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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**AMENDMENT NO. 2 TO RESOLUTION NO. 2013-020 – FY 2014 SEWER FUND BUDGET**

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The Board reviewed a memorandum dated September 3, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XIV).

**Harmon moved to adopt Amendment No. 2 to Resolution No. 2013-020 for the Fiscal Year 2014 Sewer Fund Budget.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**AMENDMENT NO. 1 TO RESOLUTION NO. 2013-021 – FY 2014 FIRE, EQUIPMENT, TRAINING AND APPARATUS FUND BUDGET**

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The Board reviewed a memorandum dated September 8, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XV).

**Warfield moved to adopt Amendment No. 1 to Resolution No. 2013-021 for the Fiscal Year 2014 Fire Equipment, Training and Apparatus Fund Budget.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**AMENDMENT NO. 1 TO RESOLUTION NO. 2013-022 – FY 2014 FIRE FUND BUDGET**

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The Board reviewed a memorandum dated September 8, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XVI).

**Harmon moved to adopt Amendment No. 1 to Resolution No. 2013-022 for the Fiscal Year 2014 Fire Fund Budget.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**AMENDMENT NO. 3 TO RESOLUTION NO. 2013-024 – FY 2014 DOWNTOWN DEVELOPMENT AUTHORITY FUND BUDGET**

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The Board reviewed a memorandum dated September 5, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XVII).

**Hayhoe moved to adopt Amendment No. 3 to Resolution No. 2013-024 for the Fiscal Year 2014 Downtown Development Authority Budget.**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**AMENDMENT NO. 2 TO RESOLUTION NO. 2013-025 – FY 2014 BROWNFIELD  
REDEVELOPMENT AUTHORITY FUND BUDGET**

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The Board reviewed a memorandum dated September 5, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XVIII).

**Harmon moved to adopt Amendment No. 2 to Resolution No. 2013-025 for the  
Fiscal Year 2014 Brownfield Redevelopment Authority Fund Budget.**

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

**MOTION CARRIED**

**REPORTS**

**SUPERVISOR**

Supervisor Davis commented on the meeting of the Holt Hometown Festival Committee and the Holt Historical Society.

**TREASURER**

Treasurer Sweet reported that his office received State Revenue Sharing for the period of May/June 2014 in the amount of \$339,643; of that, \$7,279 for the Economic Vitality Incentive Program (EVIP) was received. Constitutional Revenue Sharing of just over \$332,000 was received which is an increase of \$11,000 from the March/April 2014 and the May/June 2013 periods.

Treasurer Sweet reported on the \$40,094 that was received from the State of Michigan to help defray the clean-up cost from the December 2014 storm damage.

Treasurer Sweet stated that \$8,200,000 of the \$8,500,000 summer tax roll was collected without interest.

**TRUSTEES**

**TRUSTEE HARMON**

Trustee Harmon gave an update on the Planning Commission. Discussion has taken place regarding the rezoning of certain areas in the triangle area to Town Center which would allow the property owners some increased opportunities if they chose to redevelop.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2014**

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**LIMITED PUBLIC COMMENTS**

Mike Hamilton, 4541 Sycamore, Holt, commented on the audience in attendance at this evening's meeting.

**ADJOURNMENT**

Meeting adjourned at 8:17 p.m.

Date: October 7, 2014

\_\_\_\_\_  
Evan Hope, Township Clerk

Date: October 7, 2014

\_\_\_\_\_  
C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**ACCOUNTS PAYABLE APPROVAL**

August 19, 2014

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated August 19, 2014 numbered 87553 thru 87640 & ACH 3136 thru 3157. Every invoice has a payment authorizing signature(s).

Dated: August 19, 2014

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

The attached Invoice Distribution Report and Check Register for checks dated August 19, 2014 show payments made from the following funds:

General Fund	\$	114,143.62
Fire Fund		7,825.00
Fire Equip. & Apparatus Fund		2,282.95
Water Improvement Fund		83.25
Brownfield Redevelopment Fund		606.25
Downtown Development Fund		14,576.78
Sycamore Trail Construction		35,926.03
Sewer Fund		116,514.11
Local Site Remediation Fund		606.25
Grand Total	\$	<u>292,564.24</u>

**Includes the following to be reimbursed from separate bank accounts:**

Sycamore Trail Construction	\$	35,926.03
Combined Sewer Savings	\$	22,454.82

Dated: August 19, 2014

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 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. (\$35,926.03 to C2AE for Sycamore Trail Construction Engineering, 6/3/14)

Dated: August 19, 2014

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 John B. Elsinga, Township Manager

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 Evan Hope, Township Clerk

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 Roy W. Sweet, Treasurer

**IV Board Audit and Approval:** At a regular meeting of the Township Board held on September %, 2014 a motion was made by \_\_\_\_\_ and passed by \_\_\_yes votes and \_\_\_no votes (\_\_\_\_absent) that the list of claims dated August 19, 2014, was reviewed, audited and approved

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 Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 EXP CHECK RUN DATES 08/19/2014 - 08/19/2014

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BANK OF AMERICA	REFUND OF SALES TAX	(15.48)
SBAM PLAN	RETIRES HEALTH INSURANCE SEPT	129.10
CITY OF LANSING FIRE DEPART	3750 WIGMAN FIRE SUPPRESSION REV	269.00
CITY OF LANSING FIRE DEPART	3870 WIGMAN FIRE SUPPRESSION REV	369.75
CITY OF MASON	JULYL STANDBY FEE	364.96
CITY OF MASON	FIRE RUN US 127	600.00
MERIDIAN TOWNSHIP FIRE	ALAIEDON TOWNSHIP JULY	2,940.41
FIONA HOWELL	REFUND FOR EASTSIDE SOCCER FALL	35.00
	Total For Dept 000.00	4,692.74
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	TRUSTEES LIFE INSURANCE SEPT	25.50
MICHIGAN MUNICIPAL LEAGUE	10/1/14-9/30/15 MML DUES	6,370.00
	Total For Dept 101.00 LEGISLATIVE	6,395.50
Dept 171.00 MANAGER		
SBAM PLAN	HEALTH INSURANCE SEPTEMBER	2,326.01
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	295.46
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	94.77
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	140.81
BANK OF AMERICA	MPELRA MEMBERSHIP/THIELEN	50.00
BANK OF AMERICA	MEDA MEETING/ELSINGA	280.00
BANK OF AMERICA	MPELRA LODGING/THIELEN	126.00
BANK OF AMERICA	MPELRA CONF REGISTRATION/THIELEN	230.00
	Total For Dept 171.00 MANAGER	3,543.05
Dept 191.00 ACCOUNTING		
SBAM PLAN	HEALTH INSURANCE SEPTEMBER	429.14
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	43.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	33.66
MICHIGAN TOWNSHIPS ASSOC	MICHIGAN TOWNSHIP FOCUS/MEREDITH	30.00
ABRAHAM & GAFFNEY, P.C.	ACCOUNTING SERVICES JULY	1,003.75
MGFOA	FALL MGFOA INSTITUTE/MEREDITH	230.00
	Total For Dept 191.00 ACCOUNTING	1,792.15
Dept 215.00 CLERK		
SBAM PLAN	HEALTH INSURANCE SEPTEMBER	2,749.73
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	257.80
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	65.45

UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	98.05
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS JULY	1,152.00
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS JULY	299.74
	Total For Dept 215.00 CLERK	<u>4,622.77</u>

Dept 228.00 INFORMATION TECHNOLOGY

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	1,027.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	80.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	50.57
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	75.15
BANK OF AMERICA	AMAZON PRIME MEMBERSHIP CREDIT	(99.00)
AD-INK & TONER SUPPLY	HP 8100 TONER	129.99
ACD.NET, INC.	DSL 8/1-9/1/2014	199.95
BANK OF AMERICA	DELL 22" LED MONITOR	168.99
BS&A SOFTWARE	ASSESSING SYSTEM YEARLY SUPPORT	2,240.00
BS&A SOFTWARE	TAX SYSTEM YEARLY SUPPORT	1,849.00
BS&A SOFTWARE	BUILDING DEPART YEARLY SUPPORT	1,158.00
BS&A SOFTWARE	CEMETERY MANAGEMENT SYSTEM YEAR	320.00
	Total For Dept 228.00 INFORMATION TECHNOLOGY	<u>7,201.14</u>

Dept 253.00 TREASURERS

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	1,292.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	214.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	43.77
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	64.93
BRINK'S INCORPORATED	BRINKS SERVICES/AUGUST	640.00
MMTA	MMTA FALL CONFERENCE/TEBEAU	305.00
	Total For Dept 253.00 TREASURERS	<u>2,561.26</u>

Dept 257.00 ASSESSING

DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	214.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	70.97
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	105.56
DBI BUSINESS INTERIORS	CUSTOM STAMP/E. TOBIAS	12.03
HEINOWSKI APPRAISAL & CON	5075 WILLOUGHBY CONSULTING SERV	800.00
VERTALKA & VERTALKA, INC.	4077 & 4075 HOLT RD APPRAISAL SERV	748.00
VERTALKA & VERTALKA, INC.	2168 CEDAR ST APPRAISAL SERVICES	3,750.00
BEST WESTERN PLUS	HOTEL MAA CONT ED/MUNSON	311.85
MICHIGAN ASSESSORS ASSN	MAA FALL SESSION/E. TOBIAS	150.00
SHANTY CREEK RESORTS	MAA LODGING/E. TOBIAS	280.44
	Total For Dept 257.00 ASSESSING	<u>6,443.58</u>

Dept 262.00 ELECTIONS

GANNETT MICHIGAN NEWS	PUBLISHING LEGALS JULY	373.98
U-HAUL	U-HAUL RENTAL FOR PRIMARY ELECTION	53.62
U-HAUL	U-HAUL RENTAL FOR PRIMARY ELECTION	49.83
	Total For Dept 262.00 ELECTIONS	<u>477.43</u>

Dept 265.00 BUILDING & GROUNDS

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	1,154.69
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	146.94
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	33.34
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	49.55
LANSING ICE & FUEL CO	GASOLINE - BUILDING & GROUNDS	286.22
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
SCHAFFER'S INC.	MOW 5054 HOLT (4 TIMES)	138.00
SCHAFFER'S INC.	MOW 4904 HOLT (5 TIMES)	172.50
SCHAFFER'S INC.	MOWING 2045 CEDAR (4 TIMES)	140.00
BANK OF AMERICA	AT&T LED SIGN/7/16-8/15/14	66.91
METRONET LONG DISTANCE	LONG DISTANCE JULY	40.44
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS	1,093.28
BOARD OF WATER & LIGHT	WATER 2004 AURELIUS	46.33
MC DONALD ROOFING & SHEET	NEW SHINGLES AS NEED/CSC ROOF	835.34
	Total For Dept 265.00 BUILDING & GROUNDS	5,178.54

Dept 276.00 CEMETERY

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	448.29
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	57.05
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	12.94
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	19.24
LANSING ICE & FUEL CO	GASOLINE - CEMETERY	111.12
MICHIGAN PIPE & VALVE	12" PLASTIC CULVERT PIPE (PER FOOT)	252.00
HUBBELL, ROTH & CLARK, INC	CEMETERY GRADING REVIEW	67.65
HUBBELL, ROTH & CLARK, INC	CEMETERY GRADING FIELD LAYOUT	2,040.36
GRANGER	MONTHLY DUMPSTER SERVICE	76.00
ACE HARDWARE	4 POLY ADAPTERS/3 ELBOWS/FAUCET	10.33
	Total For Dept 276.00 CEMETERY	3,094.98

Dept 281.00 STORMWATER

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	393.95
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	50.13
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	11.38
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	16.90
LANSING ICE & FUEL CO	GASOLINE - STORMWATER	97.65
BLOHM CREATIVE PARTNERS	DELHI NEIGHBOR SUMMER NEWSLETTER	2,193.88
JO A LATIMORE, PHD	MACROINVERTEBRATE TRAINING	275.00
	Total For Dept 281.00 STORMWATER	3,038.89

Dept 446.00 INFRASTRUCTURE

CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	20,597.32
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	75.03
HUBBELL, ROTH & CLARK, INC	RAMS TRAIL PLANS & SPECIFICATIONS	5,148.86
	Total For Dept 446.00 INFRASTRUCTURE	25,821.21

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	5,340.81
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	606.54
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	139.81

UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	208.36
LANSING ICE & FUEL CO	GASOLINE - FIRE	166.76
HUBBELL, ROTH & CLARK, INC	THE WATER STORE STUDY	1,416.75
HUBBELL, ROTH & CLARK, INC	MEADOW RIDGE PHASE 6 STUDY	60.15
ASSOCIATED GOVERNMENT	AGS PAYROLL 6/16-7/15/2014	1,423.00
METRONET LONG DISTANCE	LONG DISTANCE JULY	11.29
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS JULY	175.28
BANK OF AMERICA	CHAIR/MILLER	271.99
SCHAFFER'S INC.	TRASH REMOVAL 4379 WILLOUGHBY	584.40
SCHAFFER'S INC.	2532 BERYL TRASH REMOVAL	874.50
SCHAFFER'S INC.	TREE REMOVAL 4579 GROVE	138.00
SCHAFFER'S INC.	2658 CUTTER MOWING	43.13
SCHAFFER'S INC.	MOW 1185 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 1308 YARROW	34.50
SCHAFFER'S INC.	MOW 1282 WILDFLOWER	43.13
SCHAFFER'S INC.	MOW 1246 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 1236 WILDFLOWER	34.50
SCHAFFER'S INC.	OW 1228 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 1218 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 1179 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 1180 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 1184 WILDFLOWER	34.50
SCHAFFER'S INC.	MOW 2797 PINE TREE	138.00
SCHAFFER'S INC.	MOW & REMOVE TREE SAPLINGS	177.90
SCHAFFER'S INC.	MOW 5681 LADDERBACK	69.00
SCHAFFER'S INC.	MOW CORNER OF EIFERT & HOLT	103.50
MECHANICAL INSPECTORS	MIAM FALL CONFERENCE/SIMONS	225.00
PLUMBING INSPECTORS ASSOC	PIAM CONFERENCE SIMONS	210.00
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		12,737.80

Dept 752.00 PARKS ADMINISTRATION

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	858.28
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	86.14
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	47.17
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	70.35
METRONET LONG DISTANCE	LONG DISTANCE JULY	1.36
BLOHM CREATIVE PARTNERS	DELHI NEIGHBOR SUMMER NEWSLETTER	2,193.88
Total For Dept 752.00 PARKS ADMINISTRATION		3,257.18

Dept 771.00 PARKS

LANSING ICE & FUEL CO	GASOLINE - PARKS	1,461.01
ACE HARDWARE	12 MISC. MDSE./4 EYE BOLTS	10.08
ACE HARDWARE	AA BATTERIES	13.99
MODEL FIRST AID SAFETY	2 SPARK PLUGS UNCORDED 200 CT	74.16
MODEL FIRST AID SAFETY	BROWN JERSEY GLOVES & 24 GLASSES	64.48
AMERICAN RENTAL	PORTABLE TOILETS	285.00
AMERICAN RENTAL	PORTABLE TOILETS	70.00
GRANGER	MONTHLY DUMPSTER SERVICE	150.00

MODEL COVERALL SERVICE	UNIFORM PANTS	61.75
MODEL COVERALL SERVICE	UNIFORM PANTS	61.75
STATE OF MICHIGAN	WATER SAMPLES	273.00
BOARD OF WATER & LIGHT	WATER 1750 MAPLE	29.29
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS #PARK	114.45
BOARD OF WATER & LIGHT	WATER 2108 CEDAR	238.96
BOARD OF WATER & LIGHT	WATER 2287 PINE TREE	44.04
BOARD OF WATER & LIGHT	WATER 4030 KELLER	89.05
BOARD OF WATER & LIGHT	WATER 4050 KELLER	166.96
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	94.44
FERGUSON ENTERPRISES, INC	TOILET PLUMBING/SENIOR CENTER	325.10
JOHN DEERE LANDSCAPES	2 PROSECUTOR PRO 2.5 GAL.	141.76
MENARDS LANSING SOUTH	ROLLER KITS/PAINT/TAPE	80.70
MENARDS LANSING SOUTH	3# 1 STEP COMPLETE/FOUNTAIN	11.92
MENARDS LANSING SOUTH	(2) 10" CIRCULAR VALVE BOXES	21.08
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
BANK OF AMERICA	7' VINYL PERGO	334.99
E.D.S. IRRIGATION, LLC	REPAIR IRRIGATION SYSTEM	392.00
HAMMOND FARMS SOUTH	TOP SOIL FOR TROOST FIELD	27.50
HAMMOND FARMS SOUTH	STAPLES FOR EROSION/TROOST FIELD	16.00
MENARDS LANSING SOUTH	ROSS ROOT FEEDER	29.95
BRADY LAWN EQUIPMENT	GRINDING WHEEL	73.23
D & G EQUIPMENT INC	3 QTS OIL/4 HYDRO OIL/2 FILTERS	133.91
	Total For Dept 771.00 PARKS	5,150.55

Dept 774.00 RECREATION		
SBAM PLAN	HEALTH INSURANCE SEPTEMBER	429.14
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	43.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	33.66
B & D ELECTRIC, INC.	BALLAST KIT/65 FT LIFT RENTAL/FIELD	1,122.00
ACE HARDWARE	4 WHITE FIELD STRIPING PAINT	33.96
HAMMOND FARMS SOUTH	60 PIQUA WHITE 50# BAGS/CHALK	375.00
LEON CLARK	ADULT SOFTBALL UMPIRES	200.00
NATASHA PARISH	ADULT SOFTBALL UMPIRES	200.00
WILLIAM H. BEHNKE III	OFFICIAL SOFTBALL	80.00
DENNIS BRAVENDER	OFFICIAL SOFTBALL	560.00
ROBERT G. CLONE	OFFICIAL SOFTBALL	80.00
DANIEL D. DAVID	OFFICIAL SOFTBALL	480.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
GRAIG HAYES	OFFICIAL SOFTBALL	80.00
ROBERT SCHAFER	OFFICIAL SOFTBALL	80.00
PAUL T. WILLS	OFFICIAL SOFTBALL	120.00
BANK OF AMERICA	SNO-CONE CUPS	7.98
BANK OF AMERICA	2 ANCHORS/CSC HOLIDAY DECORATION	7.98
FOR A SONG & DANCE	SOUND-PROJECTOR 8/1/14 MOVIE NIGHT	500.00
FOR A SONG & DANCE	SOUND-PROJECTOR 8/8/14 MOVIE NIGHT	500.00
FOR A SONG & DANCE	SOUND-PROJECTOR 8/15/14 MOVIE NIGHT	500.00
	Total For Dept 774.00 RECREATION	5,555.32

Dept 850.00 OTHER FUNCTIONS

HARTFORD LIFE INSURANCE SBAM PLAN	RETIREES LIFE INSURANCE SEPTEMBER	28.35
DBI BUSINESS INTERIORS	RETIREES HEALTH INSURANCE SEPT	5,823.59
MEDICAL MANAGEMENT SYS	OFFICE SUPPLIES	31.48
BLOHM CREATIVE PARTNERS	AMBULANCE BILLING FEES JULY	4,041.66
BANK OF AMERICA	DELHI NEIGHBOR SUMMER NEWSLETTER	2,193.88
BANK OF AMERICA	GIS WEB HOSTING 7/10-8/9/14	1.00
BANK OF AMERICA	MUSIC SERVICE/CSC	24.95
BANK OF AMERICA	WUFOO SUBSCRIPTION 7/26-8/26/14	9.00
CITY OF LANSING FIRE DEPART	DELHITOWNSHIP.TOWN/HOLT.TOWN	68.00
RICOH USA, INC	3400 BELLE CHASE HYDRO TEST	150.00
RICOH USA, INC	PRINCIPAL COPY MACHINE LEASE SEPT	126.24
	INTEREST COPY MACHINE LEASE SEPT	81.38
	Total For Dept 850.00 OTHER FUNCTIONS	12,579.53

Total For Fund 101 GENERAL FUND 114,143.62

Fund 206 FIRE FUND

Dept 336.00 FIRE DEPARTMENT

HARTFORD LIFE INSURANCE SBAM PLAN	RETIREES LIFE INSURANCE SEPTEMBER	4.05
SBAM PLAN	RETIREES HEALTH INSURANCE SEPT	1,027.76
DELTA DENTAL PLAN OF SBAM PLAN	HEALTH INSURANCE SEPTEMBER	(2,279.20)
DELTA DENTAL PLAN OF SBAM PLAN	DENTAL INSURANCE SEPTEMBER	1,390.15
HARTFORD LIFE INSURANCE	HEALTH INSURANCE SEPTEMBER	1,287.41
HARTFORD LIFE INSURANCE	DENTAL INSURANCE SEPTEMBER	80.73
UNUM LIFE INSURANCE CO	LIFE INSURANCE SEPTEMBER	217.32
UNUM LIFE INSURANCE CO	LIFE INSURANCE SEPTEMBER	22.53
BANK OF AMERICA	DISABILITY INSURANCE SEPTEMBER	459.13
CENTER FOR EDUCATION	DISABILITY INSURANCE SEPTEMBER	33.66
LANSING ICE & FUEL CO	500 BUSINESS CARDS/BALL	56.00
BANK OF AMERICA	EMPLOYMENT LAW ENCYCLOPEDIA	254.95
CHRISTOPHER M. BALDWIN	GASOLINE - FIRE	970.04
D & M SILKSCREENING	SHOES/BALL	84.80
BOUND TREE MEDICAL, LLC	SHOES & SALES TAX/BALDWIN	68.89
BOUND TREE MEDICAL, LLC	30 HATS/FIRE	450.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	65.99
LIFEGAS LLC	MEDICAL SUPPLIES	35.65
LIFEGAS LLC	MEDICAL SUPPLIES	360.84
MOORE MEDICAL, LLC	CYLINDER RENTAL	260.01
CALLBACK STAFFING SOLUTION	OXYGEN	182.33
SPARROW OCC HEALTH SERV	MEDICAL SUPPLIES	138.48
METRONET LONG DISTANCE	CALLBACK STAFFING AUGUST	99.99
WILX	PHYSICALS	1,005.36
BOARD OF WATER & LIGHT	LONG DISTANCE JULY	2.38
CONSUMERS ENERGY	TV ADVERTISING JULY	615.00
CONSUMERS ENERGY	WATER 6139 BISHOP	34.39
BANK OF AMERICA	ELECTRIC 6139 BISHOP	60.14
BANK OF AMERICA	GAS 6139 BISHOP	23.02
BANK OF AMERICA	BREAKFAST/BALL	12.42
ACE HARDWARE	MEAL/BALL	19.07
	LUNCH/BALL	12.62
	PUTTY PAINTERS/2 MASKING TAPE/	23.74

ACE HARDWARE	SPACKLE	1.50
ACE HARDWARE	3 ROLLERS/TRAY LINERS/2 BRUSHES/	47.91
FAT BOYS PIZZA	PIZZA FOR DISPATCH DAY/FIRE	82.13
INTERSTATE SIGN PRODUCTS	(10) 3" REFLECTIVE WHITE NUMBERS	55.00
INTERSTATE SIGN PRODUCTS	25 SIGN BLANKS	211.00
MICHIGAN COMPANY	CASE BOTTLES OF FLOOR CLEANER	327.56
MICHIGAN COMPANY	ESTIMATED SHIPPING	9.25
MERIDIAN TOWNSHIP FIRE	PALS COURSE & 2 CARDS	11.00
	Total For Dept 336.00 FIRE DEPARTMENT	<u>7,825.00</u>

Total For Fund 206 FIRE FUND 7,825.00

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

BANK OF AMERICA	UPS SHIPPING	12.35
BANK OF AMERICA	UPS SHIPPING	7.20
BANK OF AMERICA	UPS SHIPPING	91.38
BANK OF AMERICA	UPS SHIPPING	7.20
BANK OF AMERICA	UPS SHIPPING	21.53
FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	1,043.75
FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	545.00
FIRST DUE FIRE SUPPLY CO.	LINER HOOD & GLOVES	104.99
ACE HARDWARE	POLY ROPE/#21	14.00
RESCUE RESOURCES LLC	PREVENTIVE MAINT ON POWER UNIT	216.00
WEST SHORE SERVICES INC	EMERGENCY SIREN REPAIR	219.55
	Total For Dept 339.00 EQUIPMENT & APPARATUS	<u>2,282.95</u>

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 2,282.95

Fund 225 WATER IMPROVEMENT FUND

Dept 905.00 DEBT SERVICE

US BANK	PAYING AGENT FEES	83.25
	Total For Dept 905.00 DEBT SERVICE	<u>83.25</u>

Total For Fund 225 WATER IMPROVEMENT FUND 83.25

Fund 243 BROWNFIELD REDEVELOPMENT AUTH

Dept 733.00 BROWNFIELD ADMINISTRATION

FOSTER, SWIFT, COLLINS	LEGAL FEES JULY	606.25
	Total For Dept 733.00 BROWNFIELD ADMINISTRATION	<u>606.25</u>

Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTH 606.25

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

LINETTE SILVERNAIL	VENDOR PAYMENT JULY	56.00
	Total For Dept 000.00	<u>56.00</u>

Dept 728.00 DDA ADMINISTRATION

METRONET LONG DISTANCE CALL	LONG DISTANCE JULY	1.53
BANK OF AMERICA	LUNCH/HAAS/MILLER/KOHN	36.13
	Total For Dept 728.00 DDA ADMINISTRATION	<u>37.66</u>

Dept 729.00 DDA MARKETING & PROMOTION		
BLOHM CREATIVE PARTNERS	JULY OUR TOWN VIDEO	650.00
BLOHM CREATIVE PARTNERS	200 JULY 2014 OUR TOWN	10,280.25
ACD.NET, INC.	WIFI 8/1-9/1/2014	69.95
MC DONALD ROOFING & SHEET	ROOF REPAIR/FARMERS MARKET	2,750.00
Total For Dept 729.00 DDA MARKETING & PROMOTION		<u>13,750.20</u>

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	106.57
BOARD OF WATER & LIGHT	WATER 2150 CEDAR	31.35
PURE GREEN LAWN & TREE	LAWN/TREE FERT - DDA PROPERTIES	45.00
Total For Dept 850.00 OTHER FUNCTIONS		<u>732.92</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	<u><u>14,576.78</u></u>
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Fund 410 SYCAMORE TRAIL CONSTR FUND

Dept 902.00 CAPITAL OUTLAY		
C2AE	CONSTRUCTION SERVICES/NORTH TRAIL	35,926.03
Total For Dept 902.00 CAPITAL OUTLAY		<u>35,926.03</u>

Total For Fund 410 SYCAMORE TRAIL CONSTR FUND	<u><u>35,926.03</u></u>
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Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00		
SBAM PLAN	RETIREEES HEALTH INSURANCE SEPT	103.28
HUBBELL, ROTH & CLARK, INC	ASPEN RIDGE APTS PHASE III CONST	160.05
HUBBELL, ROTH & CLARK, INC	ASPEN RIDGE APTS PHASE III CONST	1,885.50
HUBBELL, ROTH & CLARK, INC	ASPEN RIDGE APTS PHASE III CONST	2,328.75
Total For Dept 000.00		<u>4,477.58</u>

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	RETIREEES LIFE INSURANCE SEPT	16.20
SBAM PLAN	RETIREEES HEALTH INSURANCE SEPT	2,490.47
PROGRESSIVE IMPRESSIONS	JULY SEWER BILLS	501.45
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		<u>3,008.12</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

SBAM PLAN	HEALTH INSURANCE SEPTEMBER	11,587.65
DELTA DENTAL PLAN OF	DENTAL INSURANCE SEPTEMBER	1,474.57
HARTFORD LIFE INSURANCE	LIFE INSURANCE SEPTEMBER	334.60
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE SEPTEMBER	497.22
DBI BUSINESS INTERIORS	OFFICE SUPPLIES & 2015 CALENDARS	279.33
LANSING ICE & FUEL CO	GASOLINE - DPS	2,872.26
MODEL COVERALL SERVICE	STAFF UNIFORMS	83.03
MODEL COVERALL SERVICE	STAFF UNIFORMS	92.03
MODEL COVERALL SERVICE	STAFF UNIFORMS	76.95
MODEL COVERALL SERVICE	STAFF UNIFORMS	118.08
AIRGAS USA, LLC	CYLINDER RENTAL	141.01
BANK OF AMERICA	TRA PRO-XL TRIMMER/DPS TOOL	1,299.99
BANK OF AMERICA	TRA PRO-XL ACCESSORY TOOLS	354.91
HASTINGS FIBER GLASS	HV-235 HOT STICK	1,161.00

HASTINGS FIBER GLASS	ESTIMATED SHIPPING	22.95
ENVIRONMENTAL RESOURCE	DEMAND QC SAMPLE	78.00
ENVIRONMENTAL RESOURCE	DEMAND WP 234 SAMPLE	79.00
ENVIRONMENTAL RESOURCE	HANDLING	10.00
ENVIRONMENTAL RESOURCE	FREIGHT	44.24
USA BLUE BOOK	WHATMAN FILTER PAPER 18.5CM	124.11
USA BLUE BOOK	FREIGHT	25.69
ALEXANDER CHEMICAL CORP	CREDIT	(225.00)
ALEXANDER CHEMICAL CORP	HYPOCHLORITE SOLUTION	3,796.88
KEMIRA WATER SOLUTIONS	FERRIC CHLORIDE	5,040.71
ALS LABORATORY GROUP	IPP - XG SCIENCES	555.00
ALS LABORATORY GROUP	SLUDGE ANALYSES	390.00
KAR LABORATORIES, INC.	ANALYSIS OF INFLUENT SAMPLES	300.00
KAR LABORATORIES, INC.	ANALYSIS OF EFFLUENT SAMPLES	300.00
KAR LABORATORIES, INC.	DMR/QA STUDY 34, MI0022781: MERCURY	75.00
HUBBELL, ROTH & CLARK, INC	THE WATER STORE SEWER REVIEW	424.86
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMIN TV SOFTWARE	1,166.79
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMINISTRATION STUDY	1,194.42
HUBBELL, ROTH & CLARK, INC	NPDES POTW PERMIT ASSISTANCE	316.95
HUBBELL, ROTH & CLARK, INC	RECYCLE PAD PAVING	264.90
HUBBELL, ROTH & CLARK, INC	GREEN NO. 4 DRAIN INSPECTIONS	1,621.68
UNITED PARCEL SERVICE	SHIPPING CHARGES	19.05
UNITED PARCEL SERVICE	SHIPPING CHARGES	53.47
GRANGER	MONTHLY SCREEN DEBRIS	775.00
GRANGER	YARD WASTE DISPOSAL	390.00
GRANGER	MONTHLY DUMPSTER SERVICE	218.21
GRANGER	GREASE HAUL	175.00
METRONET LONG DISTANCE	LONG DISTANCE JULY	4.12
COMCAST	HIGH SPEED INTERNET/POTW	144.35
COMCAST	HIGH SPEED INTERNET/MAINTENAN	134.35
SPOK, INC	PAGER SERVICE	108.17
BOARD OF WATER & LIGHT	WATER 5961 MC CUE	141.35
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	166.96
BOARD OF WATER & LIGHT	WATER 3505 HOLT	76.66
BOARD OF WATER & LIGHT	WATER 4280 DELL	18.49
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	72.00
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	166.96
BOARD OF WATER & LIGHT	ELECTRIC 2481 DELHI COMMERCE	78.16
BOARD OF WATER & LIGHT	ELECTRIC 1870 NIGHTINGALE	77.49
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	47.80
BANK OF AMERICA	EXHAUST FAN & FREIGHT/BARN	205.22
SUPERIOR SAW	FUEL CAP/STIHL WEED WHIP	5.99
ACE HARDWARE	4 SILICONE CAULK	23.96
THE PARTS PLACE	2 SPARK PLUGS/#5 SCAG	3.38
B & D ELECTRIC, INC.	ELECTRICAL PROBLEMS	80.00
BANK OF AMERICA	REPAIR TRANSCEIVER/LS RADIO	237.39
BANK OF AMERICA	REPAIR TRANSCEIVER/LS RADIO	223.95
MICHIGAN PIPE & VALVE	(2) ROLLING SEAL FOR AIR VALVE	48.00
MICHIGAN PIPE & VALVE	(2) "O" RING PART #7	16.00
MICHIGAN PIPE & VALVE	(2) "O" RING PART #14	44.00
MICHIGAN PIPE & VALVE	SHIPPING ESTIMATE	7.00
WOLVERINE POWER SYSTEMS	SERVICE CALL/EIFERT RD LS	2,906.69
BLACKBURN MANUFACTURING	GREEN INVERTED PAINT 12/CASE	405.60

BLACKBURN MANUFACTURING	PINK INVERTED PAINT 12/CASE	81.12
BLACKBURN MANUFACTURING	ESTIMATED FREIGHT	49.00
BANK OF AMERICA	STRAINER & FREIGHT	80.75
BANK OF AMERICA	PIPE FITTINGS/THERMO GAS COMPRESS	24.28
USA BLUE BOOK	1 BUSHING	35.64
USA BLUE BOOK	PVC SCH80 PIPE FITTINGS/PI PUMP	163.46
GOOD YEAR COMMERCIAL TIRE &	REPLACE TWO REAR TIRES/BACKHOE	1,627.44
SIEMENS INDUSTRY, INC.	REPLACE BAD SHAFT SEAL/PUMP #4	2,862.44
DEWITT FENCE COMPANY	T&M TO REPAIR CHAIN LINK FENCE	765.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
TASMANIAN TIRE CO.	1 TUBE/JD TRACTOR	18.00
BANK OF AMERICA	RIGHT REAR TAIL LIGHT/#24	60.00
BANK OF AMERICA	PIZZA/SEWER MEETING	44.63
SPARROW OCC HEALTH SERV	PHYSICALS	103.50
BANK OF AMERICA	YARN PROCESSING DEPOSIT	600.00
BANK OF AMERICA	YARN PROCESSING FINAL PAYMENT	1,100.00
BLOHM CREATIVE PARTNERS	DELHI NEIGHBOR SUMMER NEWSLETTER	2,193.88
BANK OF AMERICA	TRANSIT TICKET/DIORKA	5.00
HUBBELL, ROTH & CLARK, INC	PRIMARY CLARIFIERS DRIVES & MECH	341.25
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		<u>53,728.97</u>

Dept 578.01 CAPITAL IMPROVEMENTS

C2AE	LSD FORCE MAIN & POTW SCREENING	3,204.72
HUBBELL, ROTH & CLARK, INC	EIFERT RD FORCE MAIN ENGINEERING	29,639.90
Total For Dept 578.01 CAPITAL IMPROVEMENTS		<u>32,844.62</u>

Dept 588.01 G.O. BOND INDEBTEDNESS

FIRSTMERIT BANK, N.A.	INTEREST	22,038.07
US BANK	PAYING AGENT FEES	416.75
Total For Dept 588.01 G.O. BOND INDEBTEDNESS		<u>22,454.82</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 116,514.11

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

FOSTER, SWIFT, COLLINS	LEGAL FEES JULY	606.25
Total For Dept 735.00 LOCAL SITE REMEDIATION		<u>606.25</u>

Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND 606.25

Total For All Funds: 292,564.24

**ACCOUNTS PAYABLE APPROVAL**

September 2, 2014

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated September 2, 2014 numbered 87641 thru 87727 & ACH 3158 thru 3174. Every invoice has a payment authorizing signature(s).

Dated: September 2, 2014

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

**II. Certification of Fund Totals:**

The attached Invoice Distribution Report and Check Register for checks dated September 2, 2014 show payments made from the following funds:

General Fund	\$	41,860.27
Fire Fund		4,995.39
Police Fund		189,777.50
Fire Equip. & Apparatus Fund		1,568.68
Downtown Development Fund		14,767.06
Sewer Fund		55,216.81
Trust & Agency Fund		6,781.56
Current Tax Fund		1,634.72
Grand Total	\$	<u>316,601.99</u>

**Includes the following to be reimbursed from separate bank accounts:**

Current Tax Account	\$	1,634.72
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Dated: September 2, 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. (None)

Dated: September 2, 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 September 19, 2014 a motion was made by \_\_\_\_\_ and passed by \_\_\_yes votes and \_\_\_no votes (\_\_\_\_absent) that the list of claims dated September 2, 2014, was reviewed, audited and approved

\_\_\_\_\_  
Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 EXP CHECK RUN DATES 09/02/2014 - 09/02/2014

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
SCHMIDT, BETTE	AMBULANCE REFUND	93.32
STATE FARM INSURANCE	AMBULANCE REFUND	430.00
	Total For Dept 000.00	523.32
Dept 171.00 MANAGER		
GREATER LANSING BUSINESS		
VERIZON WIRELESS	BUSINESS MONTHLY SUBSCRIPTION	22.00
WENDY L THIELEN	CELLULAR AUGUST	49.74
	8/21-24/2014 MILEAGE/THIELEN	209.97
	Total For Dept 171.00 MANAGER	281.71
Dept 215.00 CLERK		
VERIZON WIRELESS		
AMY D FINCH	CELLULAR AUGUST	49.74
	8/8-22/2014 MILEAGE/FINCH	19.60
	Total For Dept 215.00 CLERK	69.34
Dept 228.00 INFORMATION TECHNOLOGY		
AD-INK & TONER SUPPLY	(4) HP BLACK CARTRIDGES/FIRE	79.96
APPLICATION SPECIALIST KO	ANTI SPAM & VIRUS	270.00
VERIZON WIRELESS	CELLULAR AUGUST	49.74
	Total For Dept 228.00 INFORMATION TECHNOLOGY	399.70
Dept 257.00 ASSESSING		
LANSING ICE & FUEL CO		
VERTALKA & VERTALKA, INC.	GASOLINE ASSESSING	79.35
	2040 AURELIUS/APPRaisal SERVICES	800.00
	Total For Dept 257.00 ASSESSING	879.35
Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO		
QUALITY FIRST MAID SERVICE	GASOLINE BUILDING & GROUNDS	151.52
VERIZON WIRELESS	CLEANING SERVICES/CSC	975.00
TDS METROCOM	CELLULAR AUGUST	25.16
DELHI TOWNSHIP TREASURER	LOCAL SERVICE AUGUST	1,094.22
CONSUMERS ENERGY	SEWER 2074 AURELIUS	420.00
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	6,141.14
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS	71.57
ACE HARDWARE	GAS-2074 AURELIUS	95.84
ACE HARDWARE	DEHUMIDIFIER-MENDER HOSE	3.99
	FLUSH LEVER/CSC MEN'S RESTROOM	5.99
	Total For Dept 265.00 BUILDING & GROUNDS	8,984.43

Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE CEMETERY	58.83
PURE GREEN LAWN & TREE	LAWN/TREE FERT MAPLE RIDGE	1,039.00
VERIZON WIRELESS	CELLULAR AUGUST	12.57
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	36.89
GREEN, BETTY	BURIAL PLOT BUY BACK LOT A-185	375.00
PALMER, JR, JAMES OLIVER	BURIAL PLOT BUY BACK LOT 485	750.00
	Total For Dept 276.00 CEMETERY	2,272.29

Dept 281.00 STORMWATER		
LANSING ICE & FUEL CO	GASOLINE STORMWATER	51.70
INTERFACE H2O,LLC	(10) STORM BOOM TYPE 4/FREIGHT	1,265.00
	Total For Dept 281.00 STORMWATER	1,316.70

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS 8/1-9/1/2014	7,270.35
C2AE	DELHI TWP ADA TRANSITION PLAN	4,284.50
	Total For Dept 446.00 INFRASTRUCTURE	11,554.85

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
LANSING ICE & FUEL CO	GASOLINE COMMUNITY DEVELOP	127.35
ASSOCIATED GOVERNMENT	AGS PAYROLL 7/16-8/15/2014	2,217.00
VERIZON WIRELESS	CELLULAR AUGUST	277.84
VERIZON WIRELESS	CELLULAR AUGUST	7.17
TDS METROCOM	LOCAL SERVICE AUGUST	55.80
ACE HARDWARE	SOCKET BIPIN LOW PROFILE LIGHT	1.79
SCHAFFER'S INC.	MOWING 4477 HELMSWAY	43.13
SCHAFFER'S INC.	MOWING 4485 HELMSWAY	43.13
SCHAFFER'S INC.	MOWING 4428 BOWLINE	43.13
SCHAFFER'S INC.	MOWING 4436 BOWLINE	51.75
SCHAFFER'S INC.	MOWING 4482 BOWLINE	51.75
SCHAFFER'S INC.	MOWING 4474 BOWLINE	43.13
SCHAFFER'S INC.	MOWING 4502 BOWLINE	43.13
SCHAFFER'S INC.	MOWING 2670 BRIGANTINE	34.50
SCHAFFER'S INC.	MOWING 4409 KEELSON	43.13
SCHAFFER'S INC.	MOWING 1192 WILDFLOWER	34.50
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	3,118.23

Dept 752.00 PARKS ADMINISTRATION		
VERIZON WIRELESS	CELLULAR AUGUST	130.92
VERIZON WIRELESS	CELLULAR AUGUST	5.06
TDS METROCOM	LOCAL SERVICE AUGUST	98.18
	Total For Dept 752.00 PARKS ADMINISTRATION	234.16

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE PARKS	1,283.09
ACE HARDWARE	HACK SAW	6.49
MENARDS LANSING SOUTH	4 POLY LEAF RAKES	27.92
LANSING SANITARY SUPPLY INC	HAND SOAP/TOILET TISSUE/TOWELS	351.25

ACE HARDWARE	PAINT/ 16 MISC. MDSE.	9.39
ACE HARDWARE	1 MISC. MDSE.	14.99
ACE HARDWARE	4 MARKING PAINT	29.96
ACE HARDWARE	2 MARKING PAINT	14.98
ACE HARDWARE	STRIPS REPAIR KIT	2.49
ACE HARDWARE	STRAW	3.99
ACE HARDWARE	VACUMM BAG TYPE Y	7.99
SAM'S CLUB DIRECT	6 DRUM LINERS	124.08
WESCO DISTRIBUTION, INC	22 LIGHT BULBS/VMG & RESTROOM	351.32
MODEL FIRST AID SAFETY	SAFETY GLOVES	18.72
AMERICAN RENTAL	PORTABLE TOILET	70.00
MODEL COVERALL SERVICE	UNIFORM PANTS	61.75
MODEL COVERALL SERVICE	UNIFORM PANTS	61.75
MODEL COVERALL SERVICE	UNIFORM PANTS	61.75
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	161.00
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	49.70
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	167.30
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	38.50
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	1,799.05
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	995.92
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	33.76
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	88.70
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	137.50
CONSUMERS ENERGY	ELECTRIC 4080 KELLER	145.51
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	22.62
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	19.19
CONSUMERS ENERGY	GAS 2108 CEDAR	26.09
ACE HARDWARE	CULTIVATOR	8.99
ACE HARDWARE	WASP & HORNET SPRAY	2.49
ACE HARDWARE	6 MORTAR SEALER	29.94
ACE HARDWARE	3 ROLLER COVERS	8.97
D.L. WALKER, INC.	TEMP CONTROL & LABOR	311.51
JOHN DEERE LANDSCAPES, INC	(2) 2.5 GAL PROSECUTOR	141.76
MENARDS LANSING SOUTH	10 CHARCOAL	64.90
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
GEE FARMS NURSERY	FLOWERS & 2 PR GLOVES	214.13
HAMMOND FARMS SOUTH	12.50 YDS TOPSOIL & DELIVERY	177.00
HAMMOND FARMS SOUTH	12.50 YDS TOPSOIL & DELIVERY	177.00
LOWE'S CREDIT SERVICES	PLANTS & 2 URNS	127.08
LOWE'S CREDIT SERVICES	2 PRUNERS/CLVTR/PEAT MOSS/PLANT	44.53
MENARDS LANSING SOUTH	PAIL/EYE BOLT/HEX NUT/HOSE CLAMP	13.34
MENARDS LANSING SOUTH	DOOR SWITCH	7.98
SPARTAN DISTRIBUTORS	ELEMENT FILTER/HYDRAULIC FILTER	97.58
FRANKIE D'S AUTO & TRUCK	LOF/REPLACE 2 FRONT LEAF SPRING	912.00
FRANKIE D'S AUTO & TRUCK	LOF/DIAGNOSE/PARTS & LABOR/#47	911.00
FRANKIE D'S AUTO & TRUCK	LOF/TEST DOOR SWITCH/LABOR/#43	81.00
FRANKIE D'S AUTO & TRUCK	LOF & PARTS & LABOR/BRAKES/PLUG	1,939.00
	Total For Dept 771.00 PARKS	11,716.95

Dept 774.00 RECREATION		
JOHNNY MAC'S	SOCCER BALLS	131.40
JAMES G. BENINGTON	OFFICIAL SOFTBALL	50.00
DANIEL A. DUMENEY	OFFICIAL SOFTBALL	25.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
JOSEPH JAY MARCOTULLIO	OFFICIAL SOFTBALL	50.00
	Total For Dept 774.00 RECREATION	<u>356.40</u>

Dept 850.00 OTHER FUNCTIONS		
RICOH USA, INC.	COPIER MAINT AGREE - AUG	152.84
	Total For Dept 850.00 OTHER FUNCTIONS	<u>152.84</u>

Total For Fund 101 GENERAL FUND 41,860.27

Fund 206 FIRE FUND		
Dept 000.00		
VERIZON WIRELESS	ACCTS RECEIVABLE-GENERAL	99.99
	Total For Dept 000.00	<u>99.99</u>

Dept 336.00 FIRE DEPARTMENT		
BARYAMES CLEANERS	UNIFORM CLEANING	237.25
LANSING ICE & FUEL CO	GASOLINE FIRE	1,258.35
LANSING UNIFORM CO	ALTERATIONS RANK SLEEVE STRIPING	30.00
LANSING UNIFORM CO	L/S SHIRT	119.85
LANSING UNIFORM CO	S/S SHIRT	113.85
LANSING UNIFORM CO	UNIFORM PANTS	150.00
LANSING UNIFORM CO	BLOUSE COAT	129.95
LANSING UNIFORM CO	GOLD BLOUSE COAT STRIPES	40.00
LANSING UNIFORM CO	J2 GOLD 2 LINE NAME TAGS	24.00
LANSING UNIFORM CO	J6 SERVING SINCE NAME TAGS	20.00
LANSING UNIFORM CO	WHITE OFFICER BELL CROWN HAT/AC	85.00
LANSING UNIFORM CO	BLACK DRESS BELT	25.00
LANSING UNIFORM CO	ALTERATIONS CHANGE PATCHES	15.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	332.38
MED ALLIANCE GROUP, INC.	5 RESQPODS/FREIGHT	513.29
MICHIGAN STATE UNIVERSITY	MEDICAL SUPPLIES	670.03
MOORE MEDICAL, LLC	MEDICAL SUPPLIES	44.95
CENTER FOR PUBLIC SAFETY	AGENCY APP	540.00
VERIZON WIRELESS	CELLULAR AUGUST	263.40
VERIZON WIRELESS	CELLULAR AUGUST	170.65
TDS METROCOM	LOCAL SERVICE AUGUST	41.47
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	35.00
ACE HARDWARE	2 PROPANE	35.98
	Total For Dept 336.00 FIRE DEPARTMENT	<u>4,895.40</u>

Total For Fund 206 FIRE FUND 4,995.39

Fund 207 POLICE FUND

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT AUGUST	189,777.50
	Total For Dept 301.00 POLICE	189,777.50
	Total For Fund 207 POLICE FUND	189,777.50

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

ACE HARDWARE	2 TARPS	20.98
THE PARTS PLACE	2 OIL DRY	14.38
COMMUNICATIONS SERVICES	10 STAINLESS STEEL THUMB SCREWS	150.00
BRADY LAWN EQUIPMENT	PPV FAN PARTS/#21	26.47
SUPERIOR SAW	2 MOTO MIX/BOAT MOTOR	15.90
ACE HARDWARE	CARTRIDGE FILTER/SHOP VAC	13.99
GRAND POINTE MARINA	PARTS & LABOR TO REBUILD CARB	560.98
HALT FIRE, INC.	4 PUMP SCREENS & FREIGHT	115.98
CENTER FOR PUBLIC SAFETY	CPSE WORKSHOP/BALL	650.00
	Total For Dept 339.00 EQUIPMENT & APPARATUS	1,568.68
	Total For Fund 211 FIRE EQUIP. & APPARATUS FUND	1,568.68

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

TDS METROCOM	LOCAL SERVICE AUGUST	126.54
	Total For Dept 728.00 DDA ADMINISTRATION	126.54

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	COMMUNITY NEWS AD/HOMETOWN	851.40
ACE HARDWARE	3 WASP & HORNET SPRAY	7.47
ACE HARDWARE	MR. CLEAN ERASER/POWERCNTR	56.95
SAM'S CLUB DIRECT	POP/WATER/FEBREZE	63.62
SAM'S CLUB DIRECT	POP/CUPS	52.12
SAM'S CLUB DIRECT	POP/CUPS	53.62
SAM'S CLUB DIRECT	CREDIT	(53.62)
BLOHM CREATIVE PARTNERS	JULY WEB MAINTENANCE & HOSTING	757.50
	Total For Dept 729.00 DDA MARKETING & PROMOTION	1,789.06

Dept 850.00 OTHER FUNCTIONS

QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	420.00
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	40.48
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	14.00
DELHI TOWNSHIP TREASURER	SEWER 2052 CEDAR	118.88
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	38.50
CONSUMERS ENERGY	ELECTRIC-2116 CEDAR	322.34
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	199.04
CONSUMERS ENERGY	ELECTRIC-2228 AURELIUS	141.94
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	1,160.04
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	112.98

CONSUMERS ENERGY	ELECTRIC-3970 HOLT	129.81
CONSUMERS ENERGY	ELECTRIC-4115 HOLT	192.45
CONSUMERS ENERGY	ELECTRIC 1465 CEDAR	72.01
CONSUMERS ENERGY	GAS 1465 CEDAR	17.65
CONSUMERS ENERGY	GAS-2150 CEDAR	35.25
CONSUMERS ENERGY	GAS-2045 CEDAR	18.59
PURE GREEN LAWN & TREE	LAWN/TREE FERT - DDA PROPERTIES	90.00
PURE GREEN LAWN & TREE	LAWN/TREE FERT - DDA PROPERTIES	265.00
CONSUMERS ENERGY	ANNUAL LEASE/2150 CEDAR	25.00
	Total For Dept 850.00 OTHER FUNCTIONS	<u>3,413.96</u>

Dept 903.00 CAPITAL OUTLAY-DDA		
GOODALL CONSTRUCTION CO	PREP WORK FOR AWNINGS	2,250.00
	Total For Dept 903.00 CAPITAL OUTLAY-DDA	<u>2,250.00</u>

Dept 905.00 DEBT SERVICE		
SOUTH CEDAR DISTRIBUTORS	PRINC PYMT-2052 CEDAR LAND	6,250.00
SOUTH CEDAR DISTRIBUTORS	INTER PYMT-2052 CEDAR LAND	937.50
	Total For Dept 905.00 DEBT SERVICE	<u>7,187.50</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	<u><u>14,767.06</u></u>
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Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00		
BACON, FAITH LEE	Basic Service Charge	95.94
BOGRAKOS, JESSICA	Basic Service Charge	28.70
BUNCE, JOHN	Basic Service Charge	29.40
COSTILLO, MARIA	Basic Service Charge	25.48
DAVIS, LINDSEY	Basic Service Charge	58.10
GREW, MATTHEW	Sewer Usage	91.70
HARKINS, TED	Basic Service Charge	40.51
HAY, ED & DIANE	Basic Service Charge	18.90
JAGLOWSKI, JEFF	Basic Service Charge	10.08
JORISSEN, TODD	Basic Service Charge	9.80
LANSING TEAM LLC	Basic Service Charge	161.46
MAJESKE, MARK & CINDY	Basic Service Charge	72.80
MANOR, ROBBIN	Basic Service Charge	9.80
MORENO, TYLER	Basic Service Charge	56.90
MOULTON, AMANDA	Basic Service Charge	14.70
NGUYEN, TAM	Basic Service Charge	38.50
OSTROWSKI, JAMES	Basic Service Charge	19.60
PACHECO, MICHAEL	REFUND SEWER 3725 OBSERVATORY	28.70
ROGERS, DARIN	Basic Service Charge	14.70
TOMIE RAINES	Sewer Usage	22.69
WARD, MARILOU	Basic Service Charge	18.90
WOODLAND LAKES INVESTMENT	Sewer Usage	656.11
	Total For Dept 000.00	<u>1,523.47</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

LANSING ICE & FUEL CO	GASOLINE DPS	1,520.58
BARYAMES CLEANERS	UNIFORM DRYCLEANING	62.45
MODEL COVERALL SERVICE	STAFF UNIFORMS	76.95
MODEL COVERALL SERVICE	STAFF UNIFORMS	79.00
HASSELBRING-CLARK	COPIER EXCESS RATE/MAINTENANCE	37.92
USA BLUE BOOK	WHATMAN FILTER PAPER 15CM	289.32
USA BLUE BOOK	WHATMAN FILTER PAPER 18.5CM	159.57
ALEXANDER CHEMICAL CORP	CALCIUM NITRATE	10,464.00
ALS LABORATORY GROUP	NPDES PERMIT RENEWAL-WW	456.00
ALS LABORATORY GROUP	RAW SLUDGE SCANS	181.00
ALS LABORATORY GROUP	INFLUENT SCANS	456.00
UNITED PARCEL SERVICE	SHIPPING CHARGES	89.64
UNITED PARCEL SERVICE	SHIPPING CHARGES	176.44
VERIZON WIRELESS	CELLULAR AUGUST	438.80
VERIZON WIRELESS	CELLULAR AUGUST	18.76
TDS METROCOM	LOCAL SERVICE AUGUST	391.45
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	161.00
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	79.70
CONSUMERS ENERGY	ELECTRIC-4280 DELL	528.00
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	520.87
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	100.26
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,747.28
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	56.86
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	361.01
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	212.57
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	338.16
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	20,743.92
CONSUMERS ENERGY	GAS-1490 AURELIUS	15.37
CONSUMERS ENERGY	GAS-1492 AURELIUS	57.42
CONSUMERS ENERGY	GAS-3505 HOLT	14.60
CONSUMERS ENERGY	GAS-2481 DELHI COMM	14.60
CONSUMERS ENERGY	GAS-4280 DELL	28.36
CONSUMERS ENERGY	GAS-5961 MC CUE #2	22.25
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	57.22
CONSUMERS ENERGY	GAS 5961 MC CUE #4	289.75
CONSUMERS ENERGY	GAS-5961 MC CUE #3	11.54
CONSUMERS ENERGY	GAS 1494 AURELIUS	11.54
BRADY LAWN EQUIPMENT	2 TIRES/2 RIMS/BELT/SCAG MOWER	428.08
TASMANIAN TIRE CO.	NEW TUBE INSTALLED ON SCAG	26.00
ACE HARDWARE	36 MISC. MDSE.	9.24
ACE HARDWARE	LIGHTER/21 MISC. MDSE.	11.39
SOUTHEASTERN EQUIPMENT CO	FEED LINE	28.00
SOUTHEASTERN EQUIPMENT CO	RETURN LINE	16.25
SOUTHEASTERN EQUIPMENT CO	SHIPPING ESTIMATE	9.00
SOUTHEASTERN EQUIPMENT CO	CUTTING EDGE/10 CARRIAGE BOLTS	293.50
THE PARTS PLACE	FUEL LINE HOSE/FUEL FILTER/	6.37
PURE GREEN LAWN & TREE	LAWN /TREE FERT-MTC/POTW/WAV	240.00
PURE GREEN LAWN & TREE	LAWN /TREE FERT-MTC/POTW/WAV	232.00

SIEMENS INDUSTRY, INC.	AIR DAMPER ACTUATOR/DIGESTER	442.04
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
BRADY LAWN EQUIPMENT	PARTS & LABOR & REPAIR FRAME	1,206.23
RS TECHNICAL SERVICES, INC.	HIGH-LOW PRESSURE GAS COMPRES	760.00
M TECH COMPANY	PARTS & LABOR & FREIGHT TO REPAIR	1,023.44
M TECH COMPANY	PARTS/LABOR/FREIGHT/TRANSPORT	2,007.06
OVERHEAD DOOR CO OF LANS	GATE REPAIR/POTW	174.22
WOLVERINE POWER SYSTEMS	GENERATOR MAINTENANCE AGREE	905.00
WOLVERINE POWER SYSTEMS	GENERATOR MAINTENANCE AGREE	775.00
WOLVERINE POWER SYSTEMS	GENERATOR MAINTENANCE AGREE	755.00
WOLVERINE POWER SYSTEMS	GENERATOR MAINTENANCE AGREE	855.00
WOLVERINE POWER SYSTEMS	BATTERY CHARGER/SERVICE CALL	1,605.36
ALLEN BRYANT	APP FOR INDUSTRIAL/COMMERCIAL	95.00
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		<u>53,693.34</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 55,216.81

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER	TRAILER PARK FEES JUNE	2,115.00
INGHAM COUNTY TREASURER	TRAILER PARK FEES JULY	2,115.00
AFLAC	WITH DEDUCT-AFLAC DISABILITY	669.86
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	467.16
COMCAST	BOND REFUND-TRANSIENT LICENSE	250.00
RODRIQUEZ, MARCOS	BOND REFUND - TRANSIENT LICENSE	250.00
Total For Dept 000.00		<u>6,781.56</u>

Total For Fund 701 TRUST & AGENCY FUND 6,781.56

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	870.49
WELLS FARGO REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	764.23
Total For Dept 000.00		<u>1,634.72</u>

Total For Fund 703 CURRENT TAX ACCOUNT 1,634.72

Total For All Funds: 316,601.99

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated August 28, 2014**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 107118 through 107153 & direct deposits numbers: DD18645 through DD18736. 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: August 28, 2014

\_\_\_\_\_  
Director of Accounting

**II. Payroll Report**

The August 28, 2014 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$82,987.64	\$22,669.30	\$60,318.34
Fire Dept. Fund	44,912.05	13,940.48	\$30,971.57
DDA	3,557.96	849.71	\$2,708.25
Sewer Fund/Receiving	35,130.08	10,243.44	\$24,886.64
<b>Total Payroll</b>	<b>\$166,587.73</b>	<b>\$47,702.93</b>	<b>\$118,884.80</b>
	<b>Township FICA</b>	<b>Township RHS &amp; Pension Plan</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$6,024.38	\$5,763.70	\$34,457.38
Fire Dept. Fund	3,358.24	3,310.66	20,609.38
DDA	102.62	82.04	1,034.37
Sewer Fund/Receiving	2,586.14	2,888.94	15,718.52
<b>Total Payroll</b>	<b>\$12,071.38</b>	<b>\$12,045.34</b>	<b>\$71,819.65</b>

\_\_\_\_\_  
Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on August 28, 2014 and identified as follows:

**08/28 Net Pay Disbursement in Common Savings (\$118,884.80)**

\_\_\_\_\_  
Roy W. Sweet, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on September 2, 2014, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated August 28, 2014 was reviewed, audited, and approved.

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

\_\_\_\_\_  
Evan Hope, Clerk

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated September 11, 2014**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 107157 through 107188 & direct deposits numbers: DD18737 through DD18831. 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: September 11, 2014

\_\_\_\_\_  
Director of Accounting

**II. Payroll Report**

The September 11, 2014 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$77,256.92	\$21,483.51	\$55,773.41
Fire Dept. Fund	50,595.79	15,369.43	\$35,226.36
DDA	3,928.23	887.74	\$3,040.49
Sewer Fund/Receiving	36,597.65	10,485.20	\$26,112.45
<b>Total Payroll</b>	<b>\$168,378.59</b>	<b>\$48,225.88</b>	<b>\$120,152.71</b>
	<b>Township FICA</b>	<b>Township RHS &amp; Pension Plan</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$5,599.19	\$5,757.38	\$32,840.08
Fire Dept. Fund	3,786.87	3,425.80	22,582.10
DDA	130.95	82.04	1,100.73
Sewer Fund/Receiving	2,703.90	2,886.12	16,075.22
<b>Total Payroll</b>	<b>\$12,220.91</b>	<b>\$12,151.34</b>	<b>\$72,598.13</b>

\_\_\_\_\_  
Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on September 11, 2014 and identified as follows:

**09/11 Net Pay Disbursement in Common Savings (\$120,152.71)**

\_\_\_\_\_  
Roy W. Sweet, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on September 16, 2014, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated September 11, 2014 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Sweet(1)Vander Ploeg(1)

\_\_\_\_\_  
Evan Hope, Clerk



**Delhi Charter Township**  
**Department of Community Development**

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## MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: August 26, 2014

RE: SUP #14-129A – Amendment for Speedway on Jolly Road  
(33-25-05-02-200-010 & 022)

At their meeting on August 25<sup>th</sup>, the Planning Commission (PC) voted unanimously to recommend approval of an amended Special Use Permit (SUP) for the Speedway Fueling Station located on Jolly Road. The requested amendment to the SUP is pursuant to Sections 5.10.4(8) and 5.11.5(9) of the Zoning Ordinance (ZO), which regulates Fueling Stations in the C-2: General Business and C-3: Highway Service zoning districts. These sections also provide specific considerations that pertain specifically to Fueling Stations.

The SUP amendment is necessary at this time because the Speedway intends to acquire the vacant property located to the east of the current site, demolish the existing structures and rebuild a new gas station. The new fueling station will include a larger convenience store building and additional pumps. The SUP, as recommended by the PC, includes six conditions that will help to ensure that the intent of the ZO is achieved and that the future redevelopment is an asset to the area. An excerpt from the draft meeting minutes is attached; however, the motion passed by the PC is as follows:

*Olsen moved, Goodall seconded, to recommend to the Township Board approval of SUP #14-129A for construction of a new Fueling Station on property located at 2558 E. Jolly Road (33-25-05-02-200-010 & 022). The following conditions to apply:*

- 1. The entire exterior of the convenience store building shall be brick and/or decorative stone.*
- 2. There shall be no outside display or sales of any kind, including but not limited to, washer fluid, firewood, softener salt, soda pop or similar items. This does not include the sale of fuels such as gasoline, kerosene, propane, ice or similar; provided those facilities are approved pursuant to Zoning Ordinance Section 3.3.*
- 3. There will be no overnight parking of passenger vehicles. In addition, there will be no parking of semi-trucks for any period of time in excess of the time necessary to accommodate normal deliveries to the Fueling Station itself or the fueling of said vehicles at the designated pumps.*
- 4. There shall be no repair or maintenance of vehicles conducted on the property.*
- 5. All lighting shall be directed downward and shall not cast unreasonable illumination, in the opinion of the Director of Community Development, onto adjacent properties or roadways.*

6. *Landscaping shall be installed as shown in the approved site plan for this project. Landscape materials and all landscape areas shall be maintained properly. Dead or dying plant material shall be immediately replaced; bushes and trees shall be properly pruned and/or trimmed, as appropriate for the particular species. Grass shall be properly maintained and mulched areas shall be refreshed as needed to maintain a neat and finished appearance.*

*The Planning Commission has received the "Basis for Determination for Granting a Special Use Permit" and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled "Basis for Determination for SUP 14-129A" dated August 19, 2014 and is fully incorporated into this motion.*

**ROLL CALL VOTE**

**AYES:** Berry, Craig, Goodall, Harmon, Leaf, Lincoln, O'Hara, Olsen, Zietlow

**NAYS:** None.

**MOTION PASSED.**

The staff report also is attached. It includes detailed information regarding this request and the various considerations and issues addressed by the PC. However, if you have any additional questions or need more information, please do not hesitate to ask. Otherwise, please forward this information, along with your concurrence, to the Township Board for their consideration and action at the upcoming September 2<sup>nd</sup> meeting. Thank you in advance for your time and attention to this matter.

**Recommended Motion to APPROVE:**

**To adopt Special Use Permit No. 14-129A for Speedway LLC, 2558 E. Jolly Road, Lansing, MI, Tax Parcel# 33-25-05-02-200-010 & 022, to permit the construction of a Fueling Station, as recommended by the Planning Commission at their August 25, 2014 meeting.**

**-OR-**

**Recommended Motion to DENY:**

**To deny Special Use Permit No. 14-129A for Speedway LLC, 2558 E. Jolly Road, Lansing, MI, Tax Parcel# 33-25-05-02-200-010 & 022.**

DELHI CHARTER TOWNSHIP  
INGHAM COUNTY, MICHIGAN

SPECIAL USE PERMIT NO. 14-129A

**APPLICANT:** SPEEDWAY, LLC

**SPECIAL USE PERMIT ADDRESS:** 2558 E. JOLLY ROAD  
33-25-05-02-200-010 & 022

**DATE ADOPTED:** SEPTEMBER 2, 2014

**PURPOSE:** FUELING STATION PURSUANT TO SECTIONS 5.10.4(8) &  
5.11.5(9) OF THE ZONING ORDINANCE

**CONDITIONS:**

1. *The entire exterior of the convenience store building shall be brick and/or decorative stone.*
2. *There shall be no outside display or sales of any kind, including but not limited to, washer fluid, firewood, softener salt, soda pop or similar items. This does not include the sale of fuels such as gasoline, kerosene, propane, ice or similar; provided those facilities are approved pursuant to Zoning Ordinance Section 3.3.*
3. *There will be no overnight parking of passenger vehicles. In addition, there will be no parking of semi-trucks for any period of time in excess of the time necessary to accommodate normal deliveries to the Fueling Station itself or the fueling of said vehicles at the designated pumps.*
4. *There shall be no repair or maintenance of vehicles conducted on the property.*
5. *All lighting shall be directed downward and shall not cast unreasonable illumination, in the opinion of the Director of Community Development, onto adjacent properties or roadways.*
6. *Landscaping shall be installed as shown in the approved site plan for this project. Landscape materials and all landscape areas shall be maintained properly. Dead or dying plant material shall be immediately replaced; bushes and trees shall be properly pruned and/or trimmed, as appropriate for the particular species. Grass shall be properly maintained and mulched areas shall be refreshed as needed to maintain a neat and finished appearance.*

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

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

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

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

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

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

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

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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 2<sup>nd</sup> day of September, 2014.

**IN WITNESS THEREOF**, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

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Evan Hope, Township Clerk

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

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

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

**PLANNING COMMISSION STAFF REPORT**  
**SPECIAL USE PERMIT, #14-129A, 2558 E. Jolly Road**  
August 19, 2014



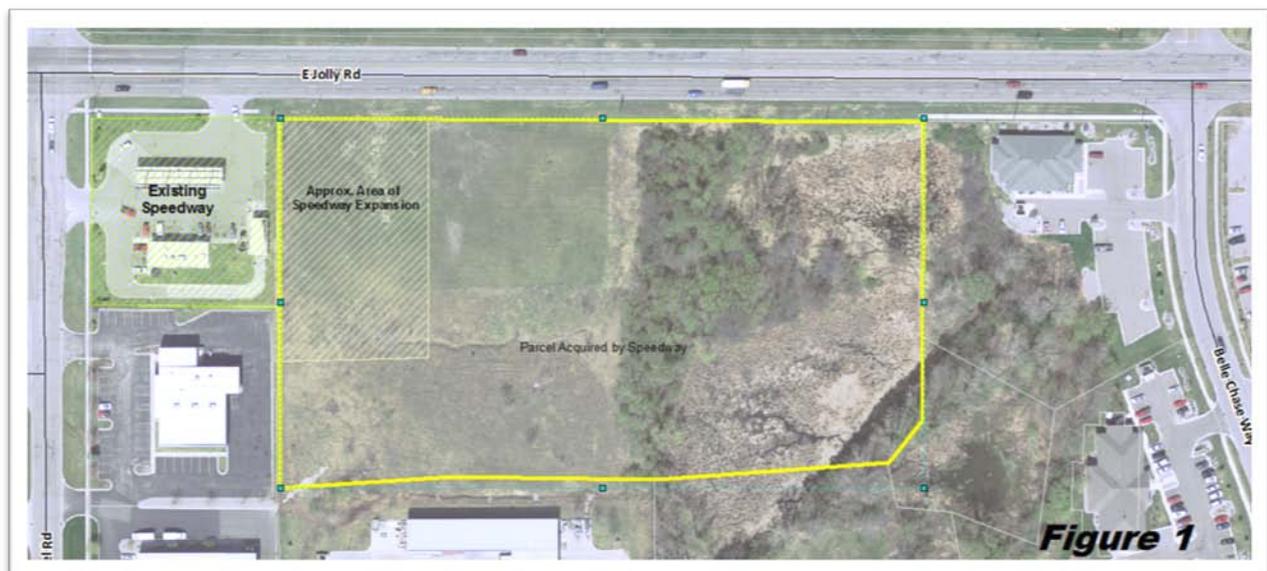
Tracy LC Miller, Director of Community Development

**PROPOSED USE:**

A Special Use Permit (SUP) was issued for the operation of a Fueling Station at the site of the existing Speedway gas station (southeast corner of Dunckel Rd & Jolly Rd – parcel No. 33-25-05-02-200-010). There were no specific conditions placed on the original SUP. This property is zoned C-2: General Business, which permits Fueling Stations with an approved SUP.

The applicant will be acquiring the currently vacant property immediately to the east of the existing Speedway site. This property is zoned C-3: Highway Service. Fueling Stations are also permitted by SUP in this zoning district.

The applicant proposes to combine the two properties, demolish the existing buildings and rebuild a new larger speedway station (see Figure 1). The existing SUP needs to be amended because the new property is being included. If this was not the case, and the Speedway were only rebuilding on the existing property, no amendment would be needed.



**DESCRIPTION:**

The existing Speedway currently includes the following:

- 1,886 SF building w/ convenience
- Four fuel dispensers
- Car wash

Figure 2 and 2a contain photographs of the site as it exists today. There is very little landscaping and

the property is beginning to show signs of time and wear.

The proposed new Speedway will include the following:

- 4,600 SF building w/ larger convenience store
- Six fuel dispensers and two commercial fueling lanes (3 dispensers).

Figure 3 provides a rendering of how the new Speedway will look. The building is proposed to be brick with an asphalt shingle roof.

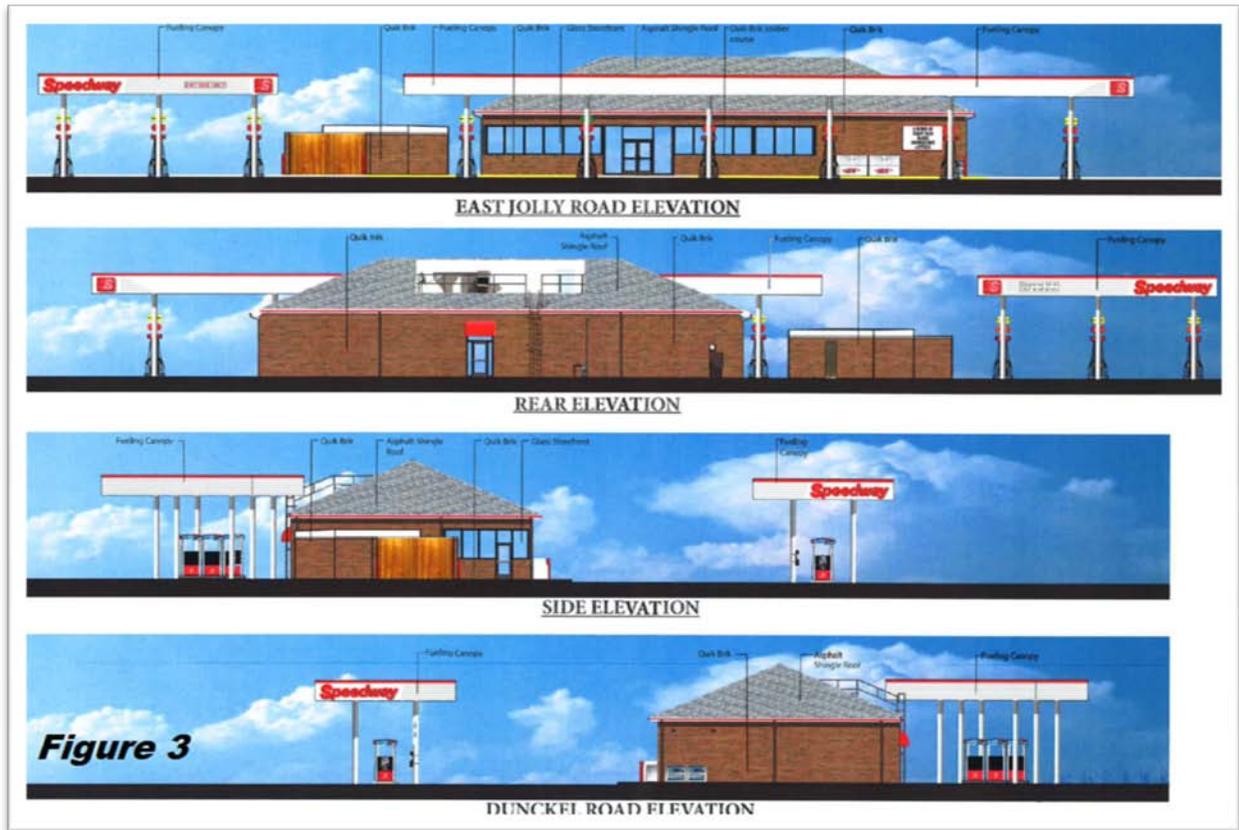


Figure 4 is a preliminary landscape plan for the site which includes required buffer, greenbelt and parking area plantings. The landscaping, as proposed, should result in significant aesthetic improvements over current conditions and will be important in mitigating any potential negative effects that could result from the increased size and activity at the site.

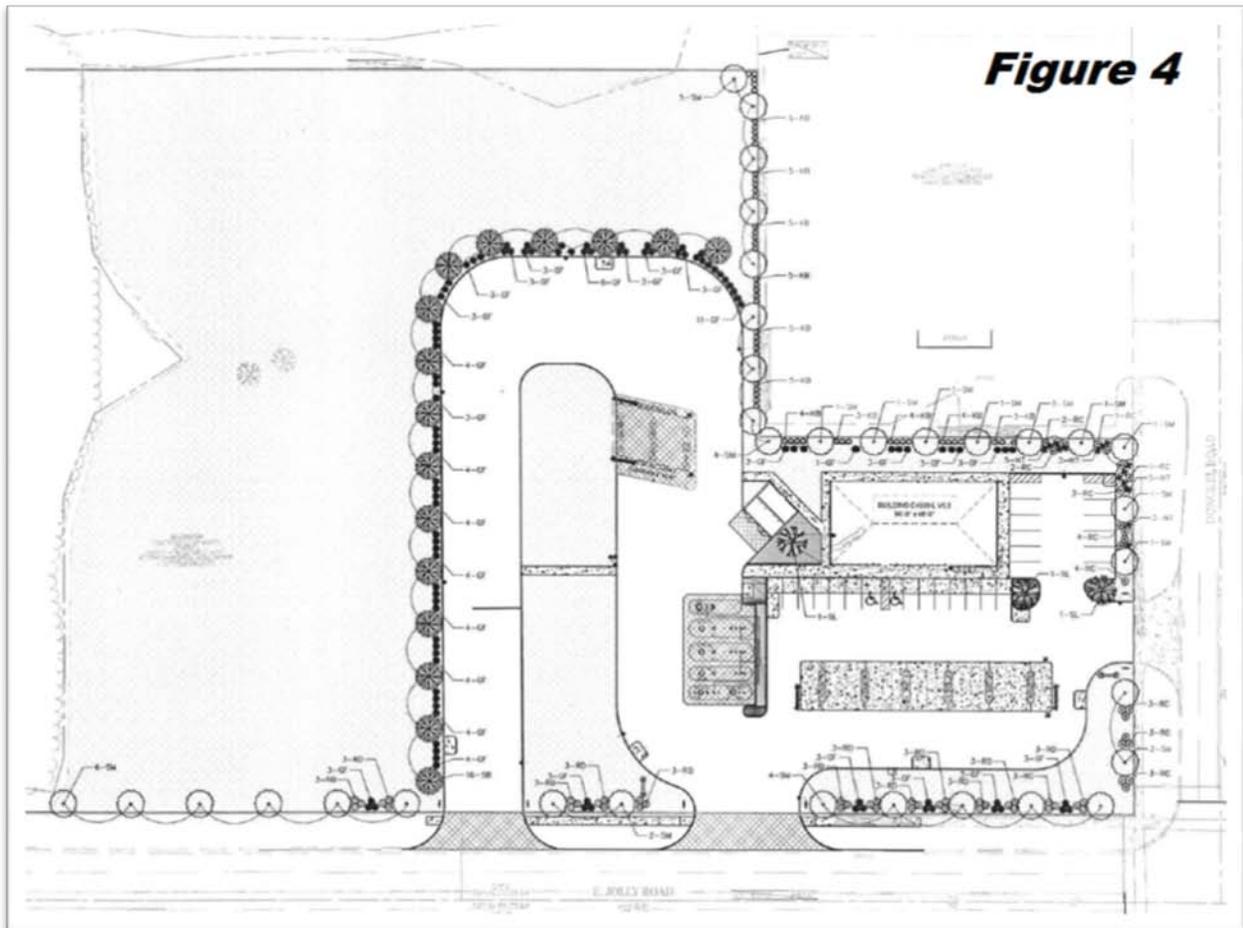
The existing Speedway is open 24 hours and no change is proposed for the new store. No outdoor storage was observed during staff’s visit to the site prior to drafting this report.

However, most of our recent SUP's for fueling stations have included a condition that limits this activity.

The addition of the commercial fueling at this site creates the potential for inappropriate parking and storage of commercial vehicles. While Speedway appears to run a fairly "tight ship" and it is unlikely that this would occur under their watch, the PC should consider potential impacts from future owners/operators.

**RECOMMENDATION**

Staff recommends approval of the SUP. However, it is suggested that the addition of several conditions on the approval will help to clarify the expectations regarding the site and future operational issues. The suggested conditions are listed below in the "recommended motion to approve".



**RECOMMENDED MOTION TO APPROVE**

Move to recommend to the Township Board approval of SUP #14-129A for construction of a new Fueling Station on property located at 2558 E. Jolly Road (33-25-05-02-200-010 & 022).

The following conditions to apply:

1. The entire exterior of the convenience store building shall be brick and/or decorative stone.
2. There shall be no outside display or sales of any kind, including but not limited to, washer fluid, firewood, softener salt, soda pop or similar items. This does not include the sale of fuels such as gasoline, kerosene, propane or similar provided those facilities are approved pursuant to Zoning Ordinance Section 3.3.
3. There will be no overnight parking of passenger vehicles. In addition, there will be no parking of semi-trucks for any period of time in excess of the time necessary to accommodate normal deliveries to the Fueling Station itself or the fueling of said vehicles at the designated pumps.
4. There shall be no repair or maintenance of vehicles conducted on the property.
5. All lighting shall be directed downward and shall not cast unreasonable illumination, in the opinion of the Director of Community Development, onto adjacent properties or roadways.
6. Landscaping shall be installed as shown in the approved site plan for this project. Landscape materials and all landscape areas shall be maintained properly. Dead or dying plant material shall be immediately replaced, bushes and trees shall be properly pruned and/or trimmed, as appropriate for the particular species. Grass shall be properly maintained and mulched areas shall be refreshed as needed to maintain a neat and finished appearance.

The Planning Commission has received the "Basis for Determination for Granting a Special Use Permit" and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled "Basis for Determination for SUP 14-129A" dated August 19, 2014 and is fully incorporated into this motion.

**MOTION TO DENY**

Move to recommend to the Township Board denial of SUP #14-129A for a Fueling Station because the proposal does not comply with the require Basis for Determination Subsection \_\_\_\_ (fill in with specific citation).

**DESCRIPTION OF THE SITE**

The site is located on the south side of Jolly Road on the south east corner of Jolly and Dunkel. The "original" Speedway property is approximately 1.061 acres. It is zoned C-2: General Business. The property being added to the development site is immediately adjacent to the original site, to the east. It contains approximately 7.16 acres. This portion of the development site is zoned C-3: Highway Service. Combined, the two sites represent approximately 8.28 acres

of land and over 955' of frontage along Jolly Road. There is also approximately 215' of frontage on Dunckel Road. Both of these roads are considered Primary Roads, and Jolly Road is an "all season" road, meaning that it is not subject to seasonal weight restrictions.

The proposed development does not utilize all of the additional acreage being acquired to the east of the existing Speedway. In fact, approximately 6 acres of the new property will remain undeveloped at this time. No future plans for the property have been shared at this time.

The existing Speedway site is developed. However, the additional property slopes significantly down from the Jolly Road elevation generally in a south easterly direction. There are also wetlands present in the south east corner of the site. This area is well away from the proposed development area.

**GENERAL INFORMATION**

APPLICANT: Mike Bergman, Speedway LLC

OWNER OF RECORD: Speedway LLC (33-25-05-02-200-010)  
500 Speedway Drive  
Enon, OH 45323

Property under contract with:  
Sparrow Hospital Association (33-25-05-02-200-022)

LOCATION: 2558 E. Jolly Road, Lansing, MI 48910

PARCEL I.D. NO.: 33-25-05-02-200-010 & 022

ZONING: C-2: General Business & C-3: Highway Service

REQUESTED ACTIVITY: Approval of a SUP for construction of a Fueling Station.  
Redevelopment and expansion of existing gas station.

PROPERTY SIZE: 8.22 +/- acres

EXISTING LAND USE: Gas Station

ADJACENT LAND USE: North: Multi-Family Residential Apartment Complex  
South: Existing Commercial Buildings  
East: Lansing Emergency Veterinary Care Clinic & Existing Commercial Development  
West: Existing Strip Commercial Development

ADJACENT ZONING:           North: Multi-Family (City of Lansing)  
                                      South: C-2: General Business  
                                      East: C-2: General Business  
                                      West: C-3: Highway Service

**MASTER PLAN OF DELHI CHARTER TOWNSHIP**

The 2002 – 2020 Master Plan of Delhi Charter Township, as amended in 2007, (MP) shows the subject property as planned for the continued development of Commercial land uses on the Future Land Use Map. Land uses in this area are intended to meet the need for commercial services.

**CONFORMANCE WITH SECTION 8.1.3**

Prior to action on any SUP application, the PC shall establish that the general and specific standards and requirement contained in Section 8.1.3 have been satisfied. The Planning Commission must review “Section 8.1.3 Basis for Determination for SUP 14-129A, dated August 19, 2014 (attached) and make a determination regarding compliance with each finding.

---

### Section 8.1.3 Basis for Determination

SUP #14-129A  
2558 E. Jolly Road

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

***The Master Plan envisions this area continuing to be developed for commercial land uses. The redevelopment of this gas station site into a fueling station meeting the design, landscaping and other provisions of the Zoning Ordinance will help to ensure that the development is in accordance with the principals of the Master Plan.***

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

***The site is currently used as a gas station and convenience store. Redevelopment of the site, and the conditions placed on the SUP, will help to ensure that the site is designed and operated in a manner that is harmonious with the character of the area.***

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

***It is not anticipated that there would be any hazardous or disturbing conditions created for existing or future users. This site is currently used as a gas station, but the modern pumps and related site improvements will result in a substantial improvement to the property and area as a whole.***

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

***All infrastructure/public utilities are currently in place. There is no concern regarding the provision of police/fire protection.***

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

***See 8.1.3 1 c) above.***

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

***The C-3: Highway Service district is intended to cater to those traveling on the highways and in the locality. The C-2: General Business district is intended to provide services to those within the community. The proposed fueling station will provide this necessary amenity to the area and be centrally located to offer a convenient option for travelers, residents, workers and other businesses.***

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

***There are no anticipated negative impacts. As listed in the staff report dated August 19, 2014 there are benefits of redevelopment, including update aesthetics and enhanced landscaping, as well as new investment and new tax revenue expected to result from this project. These are positive impacts expected to benefit the community as a whole.***

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

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

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

***See 8.1.3 1 h) above.***

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

***The requirement for Site Plan Review and the SUP, pursuant to Section 3.3 of the ZO, is anticipated to be sufficient to ensure protection as outline above.***

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

***See 8.1.3 2) above.***

**Date: August 19, 2014**

DELHI CHARTER TOWNSHIP  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
2074 AURELIUS ROAD HOLT MI 48842  
PH: (517) 694-8281 FX: (517) 694-1289

SUP No: 14-129A  
Fee: \$1,247.00  
Rec'd: 8-1-14

**SPECIAL USE PERMIT APPLICATION**

Property Address: 2558 E. Jolly Road; Lansing, MI 48910

Parcel No: 33-25-05-02-200-010 & 33-25-05-22-200-022 Property Zoning District: C2 and C3

Business Name: Speedway LLC

Property Owner: Speedway LLC. Owner parcel 33-25-05-02-200-010  
Contract purchaser parcel 33-25-05-02-200-022

Property Owner's Address: 500 Speedway Drive

City: Enon State: OH Zip: 45323

Ph: (937) 206-9605 Fx: \_\_\_\_\_ E-mail: mbergman@speedway.com

**Specific Use for which this permit is requested:**  
To rebuild and expand an existing gas station and convenience store.

**Legal Description of Property:**  
See attached.



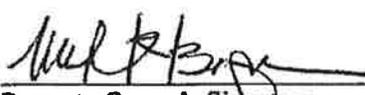
**Please attach the following items to this application;**

- Site Plan, Plot Plan, or Development Plan, drawn to scale (1" = 100' ) including the following:
  - Outline of Property
  - Location of all Abutting Streets
  - Proposed Parking Areas
  - Proposed Curb Cuts
  - Location of All Existing and Proposed Structures and Their Uses
- Preliminary Plans and Specification of the Proposed Development and all Construction
- Written Response to Section 8.1.3 of Delhi Charter Township Ordinance #39 (see attached)

**Applicant should be prepared to respond to the following issues during the Public Hearing;**

- Parking & Traffic
- Landscaping
- Hours of Operation
- Signage
- Noise
- Pollution Prevention

**Affidavit:** The undersigned says that he/she is the property owner (or has submitted certification that he/she is an authorized agent for the owner) involved in said permit request, and that the foregoing statements herein contained and information submitted are in all respects true and correct to the best of his/her knowledge or belief. The undersigned also understands that Site Plan Review is required for all Special Use Permit requests. (See Section 3.3.3 of Zoning Ordinance #39 for details). If the use has not commenced within one (1) year from the date of issuance, this permit shall expire and the Zoning Code Enforcement Officer shall so notify the holder in writing. The Township Board shall have the authority to review and attach conditions to any Special Use Permit. If it is proved that the holder of the Permit has failed to comply with any of the requirements contained in Article VIII, after notice has been given, the use for which the permit has been granted must cease within sixty (60) days.

 Michael R. Bergman for Speedway LLC  
Property Owner's Signature      Owner parcel 33-25-05-02-200-010  
Contract purchaser parcel 33-25-05-02-200-022      July 30, 2014  
Print Name      Date

# PROPOSED SPEEDWAY PARCEL

SITUATE IN THE NORTHEAST ¼ OF SECTION TWO, TOWNSHIP THREE NORTH, RANGE TWO WEST OF DELHI TOWNSHIP, INGHAM COUNTY, MI AND BEING ALL OF THE LANDS OF EDWARD W. SPARROW HOSPITAL ASSOCIATION, AS RECORDED IN LIBER 2666, PAGE 705 AND ALL OF THE LANDS OF MERCURY PETROLEUM L.L.C., AS RECORDED IN LIBER 2840, PAGE 921 OF THE INGHAM COUNTY REGISTER OF DEEDS, LOCATED IN MASON MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS,

BEGINNING AT A FOUND MONUMENT BOX AT THE NORTHWEST CORNER OF THE NORTHEAST ¼ OF SAID SECTION TWO, AND THE CENTERLINE OF E. JOLLY ROAD.

THENCE LEAVING SAID CENTERLINE OF E. JOLLY ROAD AND ALONG THE QUARTER SECTION LINE OF SECTION TWO, SOUTH 00°04'39" EAST, A DISTANCE OF 50.00 FEET TO A POINT,

THENCE LEAVING SAID QUARTER SECTION LINE AND THROUGH THE RIGHT-OF-WAY OF DUNCKEL ROAD, SOUTH 89°39'52" EAST, A DISTANCE OF 100.00 FEET TO A FOUND ½" IRON PIN AND CAP STAMPED "SKS" ON THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY LINE OF DUNCKEL ROAD AND THE SOUTHERLY RIGHT-OF-WAY LINE OF E. JOLLY ROAD, AND SAID POINT BEING THE **TRUE POINT OF BEGINNING**.

THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF E. JOLLY ROAD, **SOUTH 89°39'52" EAST**, A DISTANCE OF **955.42 FEET** TO A SET IRON PIN AND CAP ON THE NORTHWESTERLY CORNER OF LOT 20 OF LEGACY PARK NO. 2, AS RECORDED IN PLAT LIBER 53, PAGE 16, IN THE NAME OF LANSING VETERINARY URGENT CARE, P.L.C. AS RECORDED IN LIBER 3096, PAGE 568 PASSING A SET IRON PIN AND CAP ON THE ORIGINAL DIVISION LINE OF SAID MERCURY PETROLEUM, L.L.C. AND EDWARD W. SPARROW HOSPITAL ASSOCIATION AT A DISTANCE OF 215.00.

THENCE ALONG SAID WESTERLY LINE OF LOT 20 THE FOLLOWING TWO (2) COURSES:

1. **SOUTH 00°20'08" WEST**, A DISTANCE OF **255.93 FEET** TO A SET IRON PIN AND CAP,
2. **SOUTH 07°00'50" EAST**, A DISTANCE OF **145.12 FEET** TO A SET IRON PIN AND CAP WITHIN THE UNPLATTED LANDS OF BELLE CHASE POND,

THENCE ALONG A LINE THROUGH THE UNPLATTED LANDS OF BELLE CHASE POND AND THE NORTHERLY LINE OF LOT 21 OF LEGACY PARK NO 2. IN THE NAME OF GRADY PROPERTIES, LLC. AS RECORDED IN LIBER 2980, PAGE 925, **SOUTH 85°54'01" WEST**, A DISTANCE OF **325.00 FEET** TO A SET IRON PIN AND CAP ON THE NORTHEASTERLY CORNER OF LOT 3 OF LEGACY PARK, AS RECORDED IN PLAT LIBER 51, PAGE 34 IN THE NAME OF REICHENBACH LLC, AS RECORDED IN LIBER 2905, PAGE 497,

THENCE ALONG SAID NORTHERLY LINE OF LOTS TWO AND THREE OF LEGACY PARK, **NORTH 89°39'52" WEST**, A DISTANCE OF **431.89 FEET** TO A SET IRON PIN AND CAP ON THE EASTERLY LINE OF THE LANDS OF HEALTH EQUITIES GROUP LLC, AS RECORDED IN LIBER 3204, PAGE 943,

THENCE ALONG SAID LINES OF HEALTH EQUITIES GROUP LLC, THE FOLLOWING TWO (2) COURSES:

1. **NORTH 00°04'39" WEST**, A DISTANCE OF **210.00 FEET** TO A FOUND ½" IRON PIN AND CAP STAMPED "BRYAN",
2. **NORTH 89°39'52" WEST**, A DISTANCE OF **215.00 FEET** TO A FOUND 1/2" IRON PIN WITHOUT A CAP ON THE EASTERLY LINE OF THE AFOREMENTIONED DUNCKEL ROAD.

THENCE ALONG SAID EASTERLY LINE OF DUNCKEL ROAD, **NORTH 00°04'39" WEST**, A DISTANCE OF **215.00 FEET** TO THE **TRUE POINT OF BEGINNING**.

CONTAINING 8.281 ACRES OF LAND



8164 Executive Court, Suite B  
Lansing, Michigan 48917-7719  
(517) 622-3000  
[www.cesoinc.com](http://www.cesoinc.com)

July 30, 2014

**RE: Speedway #8796 located at 2558 East Jolly Road  
8.1.3 Basis for Determination for Special Use Permit application**

a) Be harmonious with and in accordance with the general principles and proposals of the Master Plan of Delhi Charter Township.

**Response: The Master Plan of Delhi Charter Township Future Land Use Map shows the proposed parcels as Commercial development. The sites in question are currently zoned C-2 and C-3 per the Delhi Charter Township Zoning Map.**

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

**Response: The existing site is an existing Speedway gas station with four dispensers, a car wash, and an 1886 SF building. The proposed site is a complete rebuild of the existing station to accommodate six dispensers, two commercial fueling truck lanes, and a 4600 SF building. The redevelopment of the site will allow for better service to the clientele in the area and will be harmonious and appropriate in appearance with the intended character of the general vicinity.**

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

**Response: The existing site is an existing Speedway gas station with four dispensers, a car wash, and an 1886 SF building. The proposed site is a complete rebuild of the existing station to accommodate six dispensers, two commercial fueling truck lanes, and a 4600 SF building. The redevelopment of the site will allow for better service to the clientele in the area and will not be hazardous or disturbing to existing or future uses.**

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

**Response: The site is adequately served by all public facilities and services in the area.**

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

**Response: The proposed use is similar to the existing use and will not cause any adverse impacts to any persons, property, or general welfare.**

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

**Response: The use is consistent with the zoning district in which it is located.**

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

**Response: The site has been designed to properly handle storm water runoff to limit any impact it may have on adjacent natural resources. The proposed site will not have a negative impact on the community as a whole.**

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

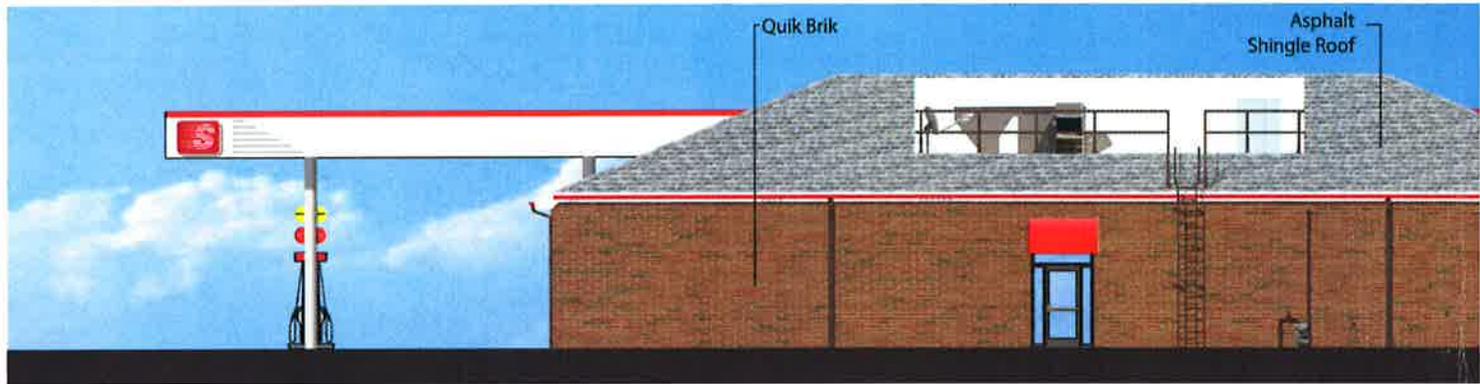
**Response: The proposed use is comparable to the existing use.**

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

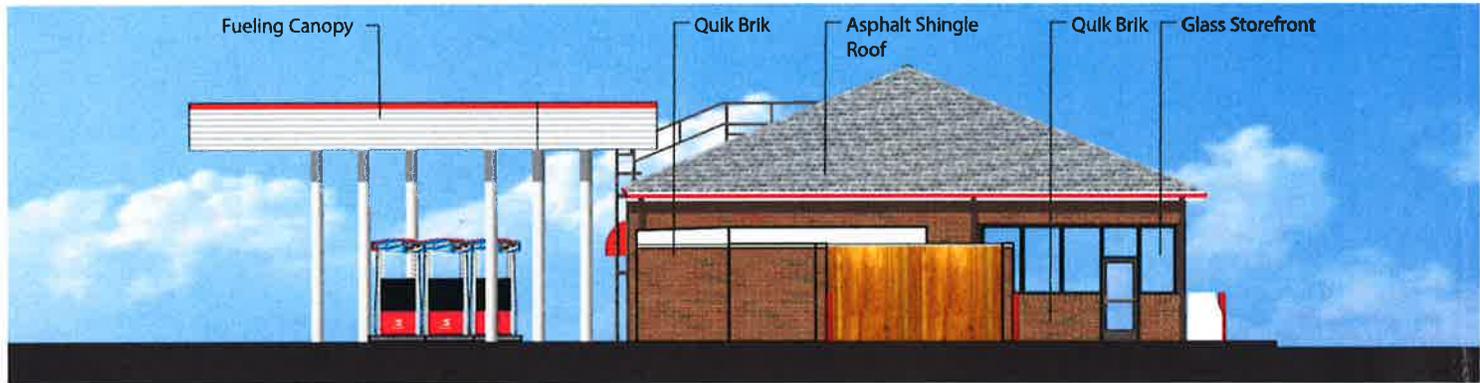
**Response: The use meets the intent and purpose of the zoning ordinance and has been designed to be in compliance with the standards of the ordinance.**



**EAST JOLLY ROAD ELEVATION**



**REAR ELEVATION**



**SIDE ELEVATION**



**DUNCKEL ROAD ELEVATION**

MATCH LINE CS1\_V1

MATCH LINE CS1\_V1

20' SIDE YARD SETBACK

10' LANDSCAPE BUFFER

10' LANDSCAPE BUFFER

D1,D2,D5,D8,D10,D11,D12,E11

D1,D2,D6,D8,D9,D10,D11,E10

D1,D2,D7,D8,D9,D11,E10

44'-4"

Asph/Flt

Speedway

DEPARTING LANES CLEARANCE 10'-0"

25' REAR YARD SETBACK

50' FRONT YARD SETBACK

40' FRONT YARD SETBACK

F8,F12

F8,F11

F7,F12

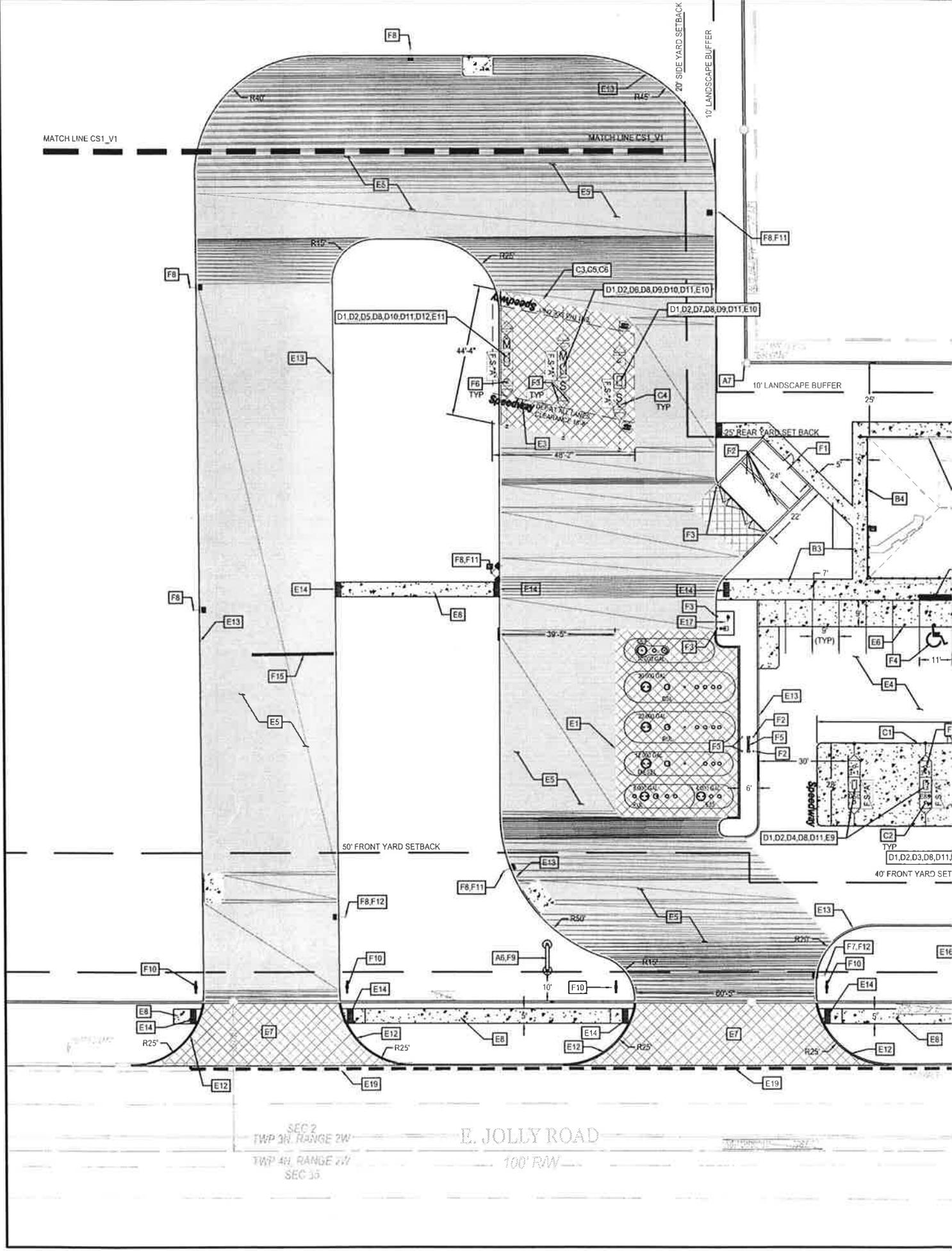
F10

E14

E12

SEC 2  
TWP 3N RANGE 2W  
TWP 4N RANGE 2W  
SEC 35

E. JOLLY ROAD  
100' RAW







**Delhi Charter Township  
Department of Community Development**

## MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: September 9, 2014

RE: SUP #14-277, O's Detailing, 4465 Keller Road (33-25-05-14-302-002)

At their meeting on September 8<sup>th</sup>, the Planning Commission (PC) voted unanimously to recommend approval of a Special Use Permit (SUP) for O's Detailing. The requested SUP is pursuant to Sections 5.11.5(4) of the Zoning Ordinance (ZO), which regulates the operation of any auto repair or service facility in the C-3: Highway Service zoning district.

O's Detailing is open Monday – Friday from 9 AM to 7 PM, Saturday from 9 AM to 6 PM and on an appointment basis only on Sundays. There are approximately a maximum of 6 cars on-site at anytime. All cleaning takes place within the building and cars that are stored for a brief time onsite are placed in the fenced lot to the rear of the building. The fencing is opaque.

The SUP, as recommended by the PC, includes six conditions that will help to ensure that the intent of the ZO is achieved and that the future redevelopment is an asset to the area. An excerpt from the draft meeting minutes is attached; however, the motion passed by the PC is as follows:

*O'Hara moved and Goodall seconded to recommend to the Township Board approval of SUP #14-277 for the operation of a Auto Detailing business pursuant to Section 5.11.5(4) of the Zoning Ordinance, on property located at 4465 Keller Road (33-25-05-14-302-002). The following conditions to apply:*

- 1. There shall be no mechanical repair or maintenance of vehicles conducted on the property.*
- 2. The overhead door must remain closed when any vehicle is being worked on.*
- 3. All washing, cleaning and service of vehicles must occur within the fully enclosed building. Vehicles may be parked in the fenced area to air dry. All wash water must enter the sanitary sewer system, in a manner consistent with the Sewer Ordinance.*
- 4. All vehicles awaiting service, or pick up/delivery, must be parked within the fenced area.*

*The Planning Commission has received the "Basis for Determination for Granting a Special Use Permit" and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled "Basis for Determination for SUP 14-277" dated August 27, 2014 and is fully incorporated into this motion.*

**ROLL CALL VOTE**

**AYES:** Berry, Craig, Goodall, Harmon, Leaf, O'Hara, Zietlow

**NAYS:** None.

**ABSENT:** Lincoln, Olsen

**MOTION PASSED.**

The staff report also is attached. It includes detailed information regarding this request and the various considerations and issues addressed by the PC. However, if you have any additional questions or need more information, please do not hesitate to ask. Otherwise, please forward this information, along with your concurrence, to the Township Board for their consideration and action at the upcoming September 16<sup>th</sup> meeting. Thank you in advance for your time and attention to this matter.

**Recommended Motion to APPROVE:**

**To adopt Special Use Permit No. 14-277 for O's Detailing, 4465 Keller Road, Tax Parcel# 33-25-05-14-302-002, to permit motor vehicle servicing in the form of auto detailing, as recommended by the Planning Commission at their September 8, 2014 meeting.**

**-OR-**

**Recommended Motion to DENY:**

**To deny Special Use Permit No. 14-277 for O's Detailing, 4465 Keller Road, Tax Parcel# 33-25-05-14-302-002**

**DELHI CHARTER TOWNSHIP  
INGHAM COUNTY, MICHIGAN**

**SPECIAL USE PERMIT NO. 14-277**

**APPLICANT:** O'S DETAILING (PROPERTY OWNER IS DEAN STEARNS)

**SPECIAL USE PERMIT ADDRESS:** 4465 KELLER ROAD  
33-25-05-14-302-002

**DATE ADOPTED:** SEPTEMBER 16, 2014

**PURPOSE:** MOTOR VEHICLE SERVICE (DETAILING) PURSUANT TO  
SECTION 5.11.5 (4) OF THE ZONING ORDINANCE

**CONDITIONS:**

1. There shall be no mechanical repair or maintenance of vehicles conducted on the property.
2. The overhead door must remain closed when any vehicles is being worked on.
3. All washing, cleaning and service of vehicles must occur within the fully enclosed building. Vehicles may be parked in the fenced area to air dry. All wash water must enter the sanitary sewer system, in a manner consistent with the Sewer Ordinance.
4. All vehicles awaiting service, or pick up/delivery, must be parked within the fenced area.

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

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

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

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

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

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

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

---

Evan Hope, Township Clerk

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 2<sup>nd</sup> day of September, 2014.

**IN WITNESS THEREOF**, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

---

Evan Hope, Township Clerk

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

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

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

**PLANNING COMMISSION STAFF REPORT**  
**SPECIAL USE PERMIT, #14-277, 4465 Keller Road**  
August 27, 2014



Tracy LC Miller, Director of Community Development

**PROPOSED USE:**

The applicant is currently operating an auto detailing shop from the property located at 4465 Keller Road. The property is zoned C-3: Highway Service. Pursuant to Section 5.11.5 (4) the service of motor vehicles requires a SUP. As a secondary consideration, Section 5.11.5 (2) requires that car washes have an SUP.

“Auto detailing” includes both the servicing of vehicles and washing/cleaning them. The service performed is not typically “repair work”. However, the definition of the word “service” (as a verb) includes: to do the work that is needed to keep (a machine or vehicle) in good condition (Webster’s Dictionary).

**DESCRIPTION:**

O’s Detailing, LLC is owned by Mr. Omar Abukar. The business operates at 4465 Keller Road, property that is owned by Mr. Dean Stearns (see Figure 1). The applicant was contacted as a result of code enforcement actions and encouraged to apply for the required SUP. The applicant has been very cooperative during this process.



In their application, the applicant provides the following information regarding their operations:

1. Hours of operation are Monday – Friday 9:00 AM to 7:00 PM and Saturday 9:00 AM to 6:00 PM. They are open limited hours on Sunday, but by appointment only.

These hours are not uncommon or unreasonable for businesses located in the C-3 district.

2. The business primarily provides "business to business" service, but will accept personal vehicles by appointment. Customers currently include Spartan Toyota and Bill Snethkamp Dodge.
3. Cars are brought into the building where they are washed and cleaned on the inside and the outside is washed with normal car soap and water. Once the cars are washed, they are placed in the fenced in rear lot to dry. The fenced area is enclosed by a 6' high (approx.) opaque fence.

It may be prudent for the PC to consider a condition (on the SUP) that requires all washing, cleaning and other service of vehicles to occur within the building. This would also help to ensure that wash-water is properly directed into the sanitary sewer, rather than being allowed to flow into storm sewers and, ultimately, drains and creeks.

4. O's does use some equipment, such as an air compressor, vacuum and steam cleaner that do emit some noise.

For this reason, the PC may want to consider placing a condition on the approval which requires that the overhead door remain closed unless vehicles are entering or exiting the bay. This condition is consistent with what has been required of other similar businesses in the Township. Keeping the door closed should minimize any potential disruption to nearby properties.

Figure 2 illustrates the business's location in relation to adjacent land uses. There is a residential use to the east of the site. However, the Consumers Energy property is between this project and the subject site. This provides a separation of approximately 50'.



**RECOMMENDATION**

Staff recommends approval of the SUP. However, it is suggested that the addition of several conditions on the approval will help to clarify the expectations regarding the site and future operational issues. The suggested conditions are listed below in the "recommended motion to approve".

**RECOMMENDED MOTION TO APPROVE**

Move to recommend to the Township Board approval of SUP #14-277 for the operation of a Auto Detailing business pursuant to Section 5.11.5(4) of the Zoning Ordinance, on property located at 4465 Keller Road (33-25-05-14-302-002). The following conditions to apply:

1. There shall be no mechanical repair or maintenance of vehicles conducted on the property.
2. The overhead door must remain closed at all times.
3. All washing, cleaning and service of vehicles must occur within the fully enclosed building. Vehicles may be parked in the fenced area to air dry. All wash water must enter the sanitary sewer system, in a manner consistent with the Sewer Ordinance.
4. All vehicles awaiting service, or pick up/delivery, must be parked within the fenced area.

The Planning Commission has received the "Basis for Determination for Granting a Special Use Permit" and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled "Basis for Determination for SUP 14-277" dated August 27, 2014 and is fully incorporated into this motion.

**MOTION TO DENY**

Move to recommend to the Township Board denial of SUP #14-277 for the operation of a Auto Detailing business pursuant to Section 5.11.5(4) of the Zoning Ordinance because the proposal does not comply with the require Basis for Determination Subsection \_\_\_\_ (fill in with specific citation).

**DESCRIPTION OF THE SITE**

The site is located on the south side of Keller Road. It is approximately .14 acres in size and is zoned C-3: Highway Service. The building has been in existence for many years and is legally non-conforming for several reasons, including but not limited to, setback, landscaping, parking, etc. The proposed use of the property does not impact the physical legal non-conformities associated with the site.

**GENERAL INFORMATION**

APPLICANT: O's Detailing, LLC (& Dean Stearns, Owner)

OWNER OF RECORD: Dean Stearns  
2148 Eifert Road  
Holt, MI 48842

LOCATION: 4465 Keller Road, Holt, MI

PARCEL I.D. NO.: 33-25-05-14-302-002

ZONING: C-3: Highway Service

REQUESTED ACTIVITY: Approval of a SUP for the operation of an Auto Detailing business pursuant to Section 5.11.5(4) of the Zoning Ordinance.

PROPERTY SIZE: .14 +/- acres

EXISTING LAND USE: Existing building – vacant.

ADJACENT LAND USE: North: CVS Pharmacy  
South: Hanson's  
East: Consumers Energy property (50'); Existing Residential  
West: Apartments/retail space

ADJACENT ZONING: North: C-2: General Business  
South: C-3: Highway Service  
East: R-1D: One & Two-Family Residential  
West: C-3: Highway Service

**MASTER PLAN OF DELHI CHARTER TOWNSHIP**

The 2002 – 2020 Master Plan of Delhi Charter Township, as amended in 2007, (MP) shows the subject property as planned for Community Activity Center.

**CONFORMANCE WITH SECTION 8.1.3**

Prior to action on any SUP application, the PC shall establish that the general and specific standards and requirement contained in Section 8.1.3 have been satisfied. The Planning Commission must review "Section 8.1.3 Basis for Determination for SUP 14-277, dated August 27, 2014 (attached) and make a determination regarding compliance with each finding.

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**Section 8.1.3 Basis for Determination**  
**SUP #14-277**  
**4465 Keller Road**

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

***The Future Land Use Map calls for this property and the surrounding area to develop and redevelop in a manner that contributes to an overall community center for the Township.***

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

***The building and site will not change. It is consistent with the buildings in the immediate vicinity, which are all legal non-conformities. Nothing about the current proposal makes the non-conforming status worse, or is anticipated to have a negative impact on the general vicinity at this point in time.***

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

***The inclusion of conditions on the approved SUP is expected to mitigate any potential negative impacts that could occur.***

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

***All infrastructure/public utilities are currently in place. There is no concern regarding the provision of police/fire protection.***

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

***See 8.1.3 1 c) above.***

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

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***The C-3: Highway Service district is intended to cater to those traveling on the highways and in the locality. The proposed auto detailing use provides a related service.***

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

***Ensuring that wash water enters only the sanitary sewer system should protect natural water resources. Provided the SUP conditions are complied with, there is not anticipated to be any other negative impacts to the health, safety, welfare, etc. as outlined in 8.1.3 1 g) above.***

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

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

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

***See 8.1.3 1 h) above.***

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

***See 8.1.3 1 g) above.***

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

***See 8.1.3 2) above.***

**Date: August 27, 2014**



Aug. #  
Rec'd copy to complete application  
incomplete application

DELHI CHARTER TOWNSHIP  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
2074 AURELIUS ROAD HOLT MI 48842  
PH: (517) 694-8281 FX: (517) 694-1289

SUP No: 14-277  
Fee: \$1030.00  
Rec'd: 8-13-14

**SPECIAL USE PERMIT APPLICATION**

Property Address: 4405 Keller Rd

Parcel No: 33-25-05-14-302-002 Property Zoning District: C-3

Business Name: O's Detailing

Property Owner: Dean Stearns

Property Owner's Address: 2141 Beechnut Tr.

City: Holt, State: MI Zip: 48842

Ph: 517-202-6583 Fx: — E-mail: —

Specific Use for which this permit is requested:  
Auto Detailing Business

**Legal Description of Property:**

**Please attach the following items to this application;**

- Site Plan, Plot Plan, or Development Plan, drawn to scale (1" = 100') including the following:
  - Outline of Property
  - Location of all Abutting Streets
  - Proposed Parking Areas
  - Proposed Curb Cuts
  - Location of All Existing and Proposed Structures and Their Uses
- Preliminary Plans and Specification of the Proposed Development and all Construction
- Written Response to Section 8.1.3 of Delhi Charter Township Ordinance #39 (see attached)

**Applicant should be prepared to respond to the following issues during the Public Hearing;**

- Parking & Traffic
- Signage
- Landscaping
- Noise
- Hours of Operation
- Pollution Prevention

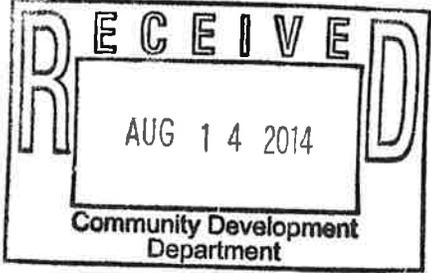
**Affidavit:** The undersigned says that he/she is the property owner (or has submitted certification that he/she is an authorized agent for the owner) involved in said permit request, and that the foregoing statements herein contained and information submitted are in all respects true and correct to the best of his/her knowledge or belief. The undersigned also understands that Site Plan Review is required for all Special Use Permit requests. (See Section 3.3.3 of Zoning Ordinance #39 for details). If the use has not commenced within one (1) year from the date of issuance, this permit shall expire and the Zoning Code Enforcement Officer shall so notify the holder in writing. The Township Board shall have the authority to review and attach conditions to any Special Use Permit. If it is proved that the holder of the Permit has failed to comply with any of the requirements contained in Article VIII, after notice has been given, the use for which the permit has been granted must cease within sixty (60) days.

[Signature]  
Property Owner's Signature

Dean Stearns  
Print Name

8-4-14  
Date

O's Detailing is located at 4465 Keller Road. Our hours of operation are Monday-Friday 9:00am to 7:00pm, and Saturday 9:00am-6:00pm. We are open on Sundays but only for appointments that were previously made. We primarily detail cars for commercial businesses, such as Spartan Toyota or Bill Snethkamp Dodge Dealer. We also accept cars from individuals, but more on an appointment basis. So as far as our duties go, we bring each car into the garage where we wash and clean the car inside and out. After washing the outside of the car we pull the car out into our fenced in parking lot to air dry. There are no chemicals washed down the sewage drain during our daily work activities. The only components that do go down the sewage drain are water from our hoses and car soap used to lather and wash the outside of the vehicles. Some equipment we use may make some noise, but we make sure to use these equipment pieces inside our building only. These pieces of equipment include an air compressor, a vacuum, and a steam cleaner. These machines are only used during our hours of operation as stated above. O's Detailing LLC is fully insured by Farm Bureau Insurance. Our garage is covered specifically under General Liability Insurance and Garage Keepers Insurance. Attached is a copy of our insurance policy.





Enter Search Term

Layers

Aerial



Search Results

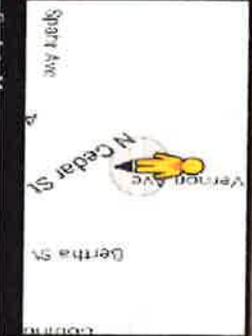


4466 Keller Rd

Holt, MI 48842 - approximate address  
Keller Rd



Street View · Jun 2011



Google



## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 9, 2014

**RE:** Proposed Township Policy No. 130 – Post-Construction Stormwater Runoff Control

---

Enclosed for your review and approval is proposed Delhi Township Policy No. 130 regarding post-construction stormwater runoff control of Township owned properties and/or nested entities.

The Township is required to have a Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) permit which regulates activities to ensure the protection and restoration of our rivers, lakes and coastal waters. A new requirement (due October 1, 2014) of the MS4 and NPDES is to have an internal policy which provides direction regarding post construction runoff control associated with any new development or redevelopment of Township owned properties and nested entities, such as the Holt Public Schools.

Township Policy No. 130 meets the NPDES requirement, therefore, I recommend adoption of the same.

**Recommended Motion:**

**To adopt Delhi Township Policy No. 130 – Post-Construction Stormwater Runoff Control.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOHN ELSINGA, TOWNSHIP MANAGER  
**FROM:** SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES  
**SUBJECT:** TOWNSHIP POST CONSTRUCTION STORMWATER RUNOFF CONTROL POLICY  
**DATE:** SEPTEMBER 8, 2014  
**COPY TO:** FILE

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To comply with Delhi's Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit, the township has developed a policy to provide direction regarding Post Construction Storm Water Runoff Control.

This policy will cover the design of storm water treatment for future projects on township or public school property. Projects disturbing one or more acres of land, as well as less than one acre that are part of a larger common plan of development are provided with minimum requirements for water quality, volume/channel protection criteria, and post construction Best Management Practices (BMP's) through this policy.

This policy was a collaborative effort between the Delhi Community Development Department and the Department of Public Services. I respectfully request you recommend the Board adopt the Post Construction Storm Water Runoff Control policy at the September 16, 2014 meeting.

**DELHI TOWNSHIP POLICY MANUAL**

**I. SUBJECT**

Policy for compliance with the Township National Pollutant Discharge Elimination System (NPDES) Permit requirement for Discharge of Stormwater to Surface Waters from the Municipal Separate Storm Sewer System (MS4).

**II. PURPOSE**

To provide a policy that provides direction regarding the Post Construction Stormwater Runoff Control associated with new development and redevelopment of Township owned and/or nested entities.

**III. DEFINITIONS FOR PURPOSES OF THIS POLICY**

**90 Percent Annual Non-Exceedance Storm-***The 90 percent non –exceedance storm is the storm where 90 percent of the runoff-producing storm rainfalls are equal to or less than the specified value. The Center for Watershed Protection recommends using a runoff threshold of 0.10 inches, because impervious areas of the watershed are assumed to generate runoff beginning at approximately 0.10 inches of rainfall.*

**Discharge of Stormwater to Surface Waters-***Precipitation that does not infiltrate into the ground or evaporate due to impervious surfaces, but instead flows into drain/sewer systems which may include open ditches, detention ponds or pipe that eventually flow to a surface water and/or county drain.*

**Municipal Separate Storm Sewer System (MS4)** –*A system of drainage (including roads, storm drains, pipes, and ditches, etc.) that is not a combined sewer or part of a sewage treatment plant. During wet weather, pollutants are transported through MS4s to local waterbodies.*

**Nested Entities-** *A permittee may have, within its political or territorial boundaries, “nested” drainage systems owned or operated by public bodies that include, but are not limited to, public school districts; public universities; or county, state, or federal agencies. If the permittee and the nested entity agree to cooperate in carrying out the responsibilities for control of the drainage system, the nested entity does not need to apply for a separate storm water drainage system permit.*

**Post Construction Best Management Practices-** *Permanent storm water management practices and site design features which store, treat, infiltrate or reduce the volume of runoff from development sites.*

**Post Construction Stormwater Runoff Control** – *The mitigation of stormwater impacts from new or redevelopments through the use of practices used to treat, store, and infiltrate runoff onsite before it can affect waterbodies downstream.*

**Pre-development** – *The last land use prior to the planned new development or redevelopment.*

IV. **SCOPE**

This policy applies to the Township and/or its nested entities, and includes new development and redevelopment projects that disturb one or more acres of land as well as projects less than one acre that are part of a larger common plan of development, and that will result in a discharge to the Township MS4.

V. **POLICY**

The Township shall comply with its NPDES Permit requirement for Discharge of Stormwater to Surface Waters from the Township MS4. This includes, at a minimum, provide for the following.

- A. Water quality shall be obtained by providing a minimum treatment equivalent to the first one inch of runoff from the entire site, *or* the runoff volume generated from the 90 percent annual non-exceedance storm. Those Best Management Practices (BMPs) used to provide the minimum treatment shall be designed on a site-specific basis to reduce post development total suspended solids loadings by 80 percent or achieve a total suspended solids discharge concentration of 80 mg/L or less.
- B. The following volume/channel protection criteria shall be met: no net increase in offsite runoff volume and rate for storm events up to the two-year, 24-hour event from that of predevelopment conditions.
- C. For all Township owned properties, the Township, or its designee shall operate and maintain all post-construction BMP's in perpetuity.

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 10, 2014

**RE:** Lining of Sanitary Sewer along McCue Road

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Enclosed for your review and approval is a recommendation from Hubbell, Roth and Clark, Inc. to accept the low bid of \$59,800 from Utility Services Authority, LLC for the relining of sanitary sewer along McCue Road.

Recent televising of the sanitary sewer interceptor along McCue Road has identified several defects that require attention. It has been the Township's practice in the past to line the sewer pipe when possible in lieu of complete replacement. This is not only more cost effective than digging up and replacing the sanitary sewer pipe but is also a highly effective solution.

Bids were solicited for this project with three responsive bidders. The lowest bid is from Utility Services Authority, LLC in the amount of \$59,800. Therefore, HRC is recommending awarding the bid to them subject to receiving the necessary bond and insurance certificates.

**Recommended Motion:**

**To approve the bid from Utility Services Authority, LLC in the amount of \$59,800 for the lining of sanitary sewer along McCue Road subject to the submittal of necessary bond and insurance certificates.**



**PRINCIPALS**

George E. Hubbell  
Thomas E. Biehl  
Walter H. Alix  
Peter T. Roth  
Keith D. McCormack  
Nancy M. D. Faught  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Roland N. Alix

**SENIOR ASSOCIATES**

Gary J. Tressel  
Kenneth A. Melchior  
Randal L. Ford  
William R. Davis  
Dennis J. Benoit

**ASSOCIATES**

Jonathan E. Booth  
Michael C. MacDonald  
Marvin A. Olane  
Robert F. DeFrain  
Marshall J. Grazioli  
Thomas D. LaCross  
James F. Burton  
Jane M. Graham  
Donna M. Martin  
Charles E. Hart

**HUBBELL, ROTH & CLARK, INC.**

OFFICE: 2101 Aurelius Road, Suite 2A  
Holt, MI 48842  
PHONE: 517.3694.7760  
WEBSITE: www.hrc-engr.com  
EMAIL: info@hrc-engr.com

September 8, 2014

Delhi Charter Township  
1492 Aurelius Road  
Holt, Michigan 48842

Attn: Sandra Diorka, Director of Public Services

Re: Bid Results and Recommendation for Award HRC Job No. 20140538  
McCue Road Sanitary Lining (SLID1807)

Dear Ms. Diorka:

Hubbell, Roth & Clark, Inc. (HRC) has reviewed the bids received on September 4, 2014 for the McCue Road Sanitary Lining (SLID 1807). There were three (3) bidders with the lowest responsive bid submitted by Utility Services Authority, LLC of Belleville, Michigan with an as-read bid of \$59,800.00. A copy of the Bid Tab is enclosed for your reference and distribution.

Utility Services Authority, LLC has satisfied the requirements of the specifications and has submitted all of the necessary information in order for the bid proposal to be considered complete and responsive. In addition, our office has checked the submitted information and found it to be acceptable.

On the basis of the above, we recommend award of the SLID 1807 Project to Utility Services Authority, LLC of Belleville, Michigan in the amount of \$59,800.00 subject to the Contractor supplying the requisite bonds and insurance certificates.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

James F. Burton, P.E.  
Associate

Attachments

pc: Delhi Charter Township; Delhi Township Board, Mr. John Elsinga; Utility Services Authority, LLC, Mr. Paul Jorgensen; HRC; G. Hubbel, K. Stickel, File

BID TABULATION  
 McCUE ROAD SANITARY LINING  
 DELHI TOWNSHIP  
 INGHAM COUNTY, MI

Bids Due: 09/04/2013  
 HRC Job # 20140538

**Utility Services Authority, LLC**  
 6001 Schooner Drive  
 Belleville, MI 48111  
 (734) 481-0872

**Layne Inliner, LLC**  
 4143 Weaver Court  
 Hilliard, OH 43026  
 (614) 529-6440

**LiquiForce Services USA**  
 28529 Goddard Road, Suite 106  
 Romulus, MI 48174  
 (734) 955-2508

Item	Quantity	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1. Mobilization	1	Lump Sum	\$2,500.00	Lump Sum	\$5,000.00	Lump Sum	\$3,000.00
2. Maintaining Traffic	1	Lump Sum	\$800.00	Lump Sum	\$6,500.00	Lump Sum	\$7,500.00
3. CIPP Sewer Lining	500 FT	\$113.00	\$56,500.00	\$105.00	\$52,500.00	\$125.00	\$62,500.00
<b>TOTAL AMOUNT OF BID</b>			<b>\$59,800.00</b>		<b>\$64,000.00</b>		<b>\$73,000.00</b>

\* Corrected By Engineer

ENGINEER:  
 Hubbell, Roth & Clark, Inc.  
 555 Hulet Drive  
 P.O. Box 824  
 Bloomfield Hills, MI 48083-0824



## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 9, 2014

**RE:** Resolution No. 2014-019 – To Approve Brownfield Plan No. 4 for 2022 Cedar Street

---

Enclosed for your review and approval is Resolution No. 2014-019 which would approve Brownfield Plan No. 4 for 2022 Cedar Street (former Blind Bizz).

This property was purchased by the DDA in 2005 and at that time an Environmental Phase I and II study was completed on the property since it previously housed a gasoline service station. The study indicated that there was contamination and the building and underground storage tanks were removed. Over the past several years, the DDA has acquired adjacent properties with the intent of making this area viable for future commercial or mixed use development. In order to ensure this property is ready for development a new test was performed and revealed extensive contamination remaining on a portion of the property. Therefore, the DDA hopes to utilize the Brownfield Redevelopment Program to assist in recovering expenses related to environmental remediation.

At their August 26, 2014 meeting, the Brownfield Redevelopment Authority approved the proposed "Plan" and recommended the Township Board hold a public hearing to hear comments on the Plan prior to their adoption.

The public hearing, September 16, 2014 at 7:45 p.m., on the Plan provides all affected taxing jurisdictions the opportunity to express their views and recommendations regarding this financing plan prior to Board action. Subsequent to the public hearing, I recommend the Township Board adopt Resolution No. 2014-019 approving Brownfield Plan No. 4.

**Recommended Motion:**

**To adopt Resolution No. 2014-019 which approves Brownfield Plan No. 4 for 2022 Cedar Street for the Charter Township of Delhi pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as amended.**



**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY**

2045 NORTH CEDAR STREET, SUITE 2  
TELEPHONE (517) 699-3866  
FACSIMILE (517) 699-3878  
www.delhidda.com

August 27, 2014

To: Delhi Township Board of Trustees  
From: C. Howard Haas, Executive Director  
Re: Brownfield Plan #4

At the June 24<sup>th</sup> DDA Board meeting, we discussed the additional environmental testing necessary for 2022 Cedar Street. The evaluation and clean-up of this site is integral for the redevelopment of the DDA owned block of property located on Cedar Street between Veterans Drive and Bond Avenue.

The DDA acquired this site in 2005 after conducting a Phase I Environmental Assessment, Phase II Environmental Assessment, Baseline Environmental Assessment (BEA) and Due Care Compliance Analysis and obtaining a determination from the Michigan Department of Environmental Quality (MDEQ) that the BEA and Compliance Analysis were adequate. The testing performed as part of the due diligence revealed that petroleum constituents were detected in soil and groundwater above cleanup criteria. Further testing performed in 2005 as part of removing certain building and abandoned underground storage tanks after the purchase confirmed additional contamination.

In 2013, additional testing was conducted in preparation to develop the block of DDA owned properties which revealed soil and groundwater contamination on the south part of the property extending into Veterans Drive and Cedar Street. Additional testing is needed to better understand the horizontal and vertical extent of the contamination.

At the August 26<sup>th</sup> Brownfield Redevelopment Authority meeting, Township Attorney Charles Barbieri was present to discuss the details of the proposed Brownfield Plan. Essentially, this is a placeholder or shell plan that will be amended and activated by a developer at a later date. The Plan will allow the DDA to avoid limitations on expenditures from the Brownfield Redevelopment Authority's Local Site Remediation Revolving Fund in a given year and eventually recapture the amount expended.

Following Mr. Barbieri's presentation, the Brownfield Redevelopment Authority adopted Resolution No. 2014-001, a resolution recommending the adoption of Brownfield Plan #4, as attached. The next step in the process is for the Township Board of Trustees to schedule a Public Hearing and notify the local taxing jurisdictions prior to the formal adoption of the plan.

**CHARTER TOWNSHIP OF DELHI**  
**RESOLUTION NO. 2014-019**

**A resolution to adopt to Brownfield Plan #4 for the Charter Township of Delhi, pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as amended ("Act").**

At a regular meeting of the Board of Trustees of the Charter Township of Delhi, County of Ingham, Michigan, held in the Community Services Center, 2074 North Aurelius, Holt, Michigan 48842 on the 16<sup>th</sup> day of September, 2014, at 7:30 p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

WHEREAS, the Brownfield Redevelopment Authority ("the Authority") recommends approval of Brownfield Plan #4 for the development of property at 2022 Cedar Street in Delhi Township to allow recapture of certain incremental taxes from Eligible Property at or near 2022 Cedar Street in Delhi Township, based on estimated environmental expenditures and estimates of captured taxable values and tax incremental revenues in that Brownfield Plan by the Township of Delhi Board, pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Charter Township of Delhi and the Authority have provided notice and information to all taxing jurisdictions which are affected by Brownfield Plan #4, 10 days before the meeting of the Township Board at which this resolution has been considered; and

WHEREAS, the Authority before the meeting of the Township Board at which this resolution is being considered has fully informed all taxing jurisdictions which are affected by the plan (the "taxing jurisdictions") about the fiscal and economic implications of the proposed financing plan, and the Board has previously provided taxing jurisdictions reasonable opportunity to express their views and recommendations regarding the financing plan in accordance with Sections 13(10) and 14(1) of the Act; and

WHEREAS, public hearing has been held on Brownfield Plan #4; and

WHEREAS, the Board has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all the requirements for a brownfield plan set forth in Section 13 of the Act.
- C. The proposed method of financing the cost of the eligible activities as described in the Plan is feasible, and the Authority has the ability to arrange the financing;

- D. The cost of the eligible activities proposed in the Plan is reasonable and necessary to carry out the purposes of the Act; and
- E. The amount of the captured taxable value that may result from the adoption of the Plan is reasonable; and

WHEREAS, as a result of its review of the Plan, upon consideration of the views and recommendations of the taxing jurisdiction, the Board desires to proceed with the approval of Brownfield Plan #4.

NOW, THEREFORE, be it resolved that:

1. Plan Approved. Pursuant to the authority vested in the Board by the Act and pursuant to and in accordance with the provisions of Section 14 of the Act, Brownfield Plan #4 is hereby approved.
2. Severability. Should any section, clause or phrase of this resolution be declared by the Courts to be invalid, the same shall not affect the validity of this resolution as a whole or any part thereof other than the part so declared to be invalid.
3. Repeals. All resolutions or parts of resolution conflict with any of the provisions of this resolution are hereby repealed.

ADOPTED:

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

The foregoing Resolution declared and adopted on the day written above.

Dated:

\_\_\_\_\_  
Delhi Charter Township Clerk

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF INGHAM    )

I, the undersigned, the duly qualified clerk of the Charter Township of Delhi, County of Ingham, State of Michigan, do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Board of Township of Delhi at a regular meeting held on the 16<sup>th</sup> day of November, 2014.

IN WITNESS WHEREOF, I hereunto set my office signature, this \_\_\_\_ day September, 2014.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Delhi Charter Township Clerk

**DELHI CHARTER TOWNSHIP**  
**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**RESOLUTION NO. 2014-001**

**RECOMMENDING THE ADOPTION OF BROWNFIELD PLAN #4**

At a regular meeting of the Delhi Charter Township Brownfield Redevelopment Authority, held in the Community Services Center, 2074 North Aurelius, Holt, Michigan 48842 on the 26<sup>th</sup> day of August, 2014, at 8:00 p.m.

PRESENT: Marcy Bishop Kates, C.J. Davis, Tim Fauser, Brian Houser, Nanette Miller, Tonia Olson

ABSENT: Kim Cosgrove, David Leighton, Steven L. Marvin

The following resolution was offered by Davis and supported by Olson:

WHEREAS, the Delhi Charter Township Brownfield Redevelopment Authority ("Brownfield Authority") has received and reviewed the Brownfield Field Plan #4 for the proposed redevelopment of 2022 Cedar Street, as attached.

WHEREAS, the Brownfield Authority desires to recommend the adoption of the Amendment to Brownfield Plan #4 in accordance with the attached;

NOW, THEREFORE, the Delhi Charter Township Brownfield Redevelopment Authority hereby resolves as follows:

1. The Brownfield Authority recommends that the Board of Trustees of the Delhi Charter Township Board adopt Brownfield Plan #4, in accordance with the attached Plan.
2. The Brownfield Authority submits that Brownfield Plan #4 constitutes a public purpose under Act 381 of the Public Acts of 1996 as amended ("Act"); that the Plan, as amended, meets all requirements set forth in Section 13 of that Act; that the proposed method of financing the cost of eligible activities is feasible and the Authority has the ability to arrange financing; that the cost of eligible activities proposed in the Plan, as amended, is reasonable and necessary to carry out the purposes of the Act; and that the amount of taxable value that may result from the adoption of the Plan, as amended, is reasonable.

ADOPTED:

AYES: Bishop Kates, Davis, Fauser, Houser, Miller, Olson

NAYS: None

ABSENT: Cosgrove, Leighton, Marvin

The foregoing Resolution declared and adopted on the day written above.

Dated: August 28, 2014

  
\_\_\_\_\_  
Nanette Miller  
Brownfield Redevelopment Authority Secretary

***DELHI TOWNSHIP, MICHIGAN***  
**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**BROWNFIELD PLAN #4**  
**FOR**  
**THE PROPOSED REDEVELOPMENT OF**  
**FORMER BLIND BIZZ**  
**2022 NORTH CEDAR STREET**

DELHI BROWNFIELD REDEVELOPMENT  
AUTHORITY  
CONTACT: HOWARD HAAS  
2045 CEDAR STREET  
HOLT, MICHIGAN 48842  
PHONE (517) 699-3866

**PREPARED WITH THE ASSISTANCE OF:**

Charles E. Barbieri  
Foster Swift Collins & Smith, PC  
313 S. Washington Square  
Lansing, MI 48933  
517-371-8155

Approved by the Brownfield Redevelopment Authority on August 26, 2014

Approved by the governing body of the local jurisdiction on \_\_\_\_\_

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## **1. INTRODUCTION AND PURPOSE**

The purpose of this plan, as implemented by the Authority, is to satisfy the requirements for a Brownfield Plan as specified in Act No. 381, of the Public Acts of 1996, MCLA 125.2651 et. seq., as amended, which is known as the “Brownfield Redevelopment Financing Act” (Act 381).

The Delhi Township Brownfield Redevelopment Authority (Authority or BRA) is authorized to exercise its powers within the limits of Delhi Township. This Brownfield Plan applies to property located at 2022 North Cedar Street, which is within the boundaries of Delhi Township, Michigan (Property).

The Property, which is now known as the Blind Bizz site, was previously used as a gasoline service station. The Delhi Township Downtown Development Authority (DDA) acquired this site in 2005 after conducting a Phase I Environmental Site Assessment, Phase II Environmental Assessment, Baseline Environmental Assessment (BEA) and Due Care Compliance Analysis (Compliance Analysis) and obtaining a determination from the Michigan Department of Environmental Quality (MDEQ) that the BEA and Compliance Analysis were adequate. The testing performed as part of the due diligence revealed that petroleum constituents were detected in soil and groundwater above cleanup criteria. Further testing performed in 2005 as part of removing certain building and abandoned underground storage tanks after the purchase confirmed additional contamination.

Since 2005, the DDA has purchased several additional properties adjacent to and near 2022 North Cedar with the expectation that this area will provide significant opportunities for future commercial or other valuable development. The DDA expects to solicit proposals within the next five years.

In 2013-2014, the DDA, in anticipation of future development, arranged for initial assessment at the Blind Bizz Property. This new testing revealed that soil and groundwater contamination is extensively present on the south part of the Property and that the contamination extends off site into Veteran’s Drive and Cedar Street right of ways. A map and aerial diagram of the Property and certain diagrams showing detected contamination on or near the Property are found in Appendix E. Because future development of this site is expected, the DDA wants to arrange additional testing to better understand the horizontal and vertical extent of the contamination. The delineation of the contamination is important for planning and executing future commercial development of the site.

To avoid possible limitations on amounts that may be spent from the BRA’s local site remediation revolving fund in a given period, the BRA has elected to prepare this plan to assist future development of this Property. The Brownfield Plan will require amendment when a developer or developers undertake future commercial or other development. The Brownfield Plan amendment will occur on a timely bases to insure that tax recapture can occur within five years of the resolution including the Property in Brownfield Plan.

It is the intention of Delhi Township and its DDA and BRA to encourage brownfield redevelopment by promoting the use of tax increment capture to fund eligible environmental

response and if possible non-environmental/infrastructure development activities allowed under Act 381 of P.A. 1996, as amended.

## **II. GENERAL DEFINITIONS AS USED IN THIS PLAN**

The Brownfield Plan incorporates by reference the definitions contained in the Brownfield Redevelopment Financing Act, 1996 PA 381, as amended.

## **III. ELIGIBLE PROPERTIES WITHIN THE BROWNFIELD ZONE**

### **Subject Property**

The Property is located in Delhi Township. The site consists of one tax parcel (33-25-05-14-377-008) having a total area of approximately 0.19 acres. The site is currently vacant and as noted above was historically occupied at one time by a retail gasoline filling station. The property is currently zoned C-2, General Business.

### **Identification of the Property as a “Facility”**

The DDA, the current property owner, used testing information to obtain an affirmed Category N BEA from the MDEQ in April 2005. Data collected from this soil and groundwater sampling identified the subject property as a “facility” (as defined in Part 201 of the Natural Resources and Environmental Protection Act (NREPA), Michigan Public Act (PA) 451, 1994, as amended) due to the presence of volatile organic compounds in soil groundwater at concentrations that exceed MDEQ Generic Residential Cleanup Criteria. Again, diagrams in Appendix E demonstrate the current nature and extent of contamination on the Property.

### **Project Description**

The property is expected to be redeveloped along with other additional property within the next five years.

This project is important for the following primary reason:

Risks to the environment will be reduced through environmental response and exposure management actions taken during redevelopment of the Property.

The prospective developer when ultimately determined will likely use brownfield redevelopment tax increment financing to reimburse not only the planned eligible costs of the BRA on behalf of the DDA to delineate contamination in 2014, which will be repaid first, but also the likely eligible expenses of the developer to use the contaminated Property.

**A. Description of Costs to Be Paid With Tax Increment Revenues and Summary of Eligible Activities**

The total costs of eligible activities, eligible for reimbursement from tax increment revenues, is projected currently to be \$126,000. This amount includes \$30,000 incurred for the 2013-2014 initial assessment, which has identified contamination as depicted in the diagrams in Appendix E. The next phase of activity has a projected cost of \$77,000 as shown in Appendix F. A summary of the known eligible environmental activities and associated costs to be reimbursed with tax increment revenues is presented in Appendix A. Future expenses if and as incurred or planned by the BRA on behalf of the Delhi DDA, or future developer may require amendment of this Brownfield Plan.

This Brownfield Plan anticipates the proportional capture of all eligible tax increments until all approved eligible Brownfield Plan costs are reimbursed or 30 years, whichever is shorter. An estimate of the tax increment recapture will be determined when the Brownfield Plan is amended to include the details of the intended future development. In addition, it is not the intention of this Brownfield Plan to capture school operating taxes for eligible activities; therefore, an Act 381 Work Plan will not be prepared and submitted to the MDEQ for review and approval.

**B. Estimated of Captured Taxable Value and Tax Increment Revenues**

Incremental taxes on real property included in this Development project will be captured under this Brownfield Plan when redevelopment occurs in the future, which is planned within five years of this Plan's approval. The taxable value as of 2005 of the real property was \$50,500; personal property is not included in property valuation for purposes of this Brownfield Plan. The actual initial taxable value for determining incremental taxes generated by the redevelopment will be that determined by the next assessment roll for which equalization will be completed following the date of adoption of the intended amendment to this Brownfield Plan.

The estimated proportional captured taxable value and tax increment revenues for the eligible property for each year of the Plan will be presented in a future Appendix B. The tax increment and capture year data will be presented in future Appendix B. It is the intent of this Plan to provide for the proportional capture of all eligible tax increments in whatever amounts and in whatever years they become available until the eligible brownfield costs are repaid or 30 years, whichever is shorter, except for the additional five year period beyond the repayment when the Delhi BRA may recapture amounts to be placed into the Authority's local site remediation revolving fund.

**C. Method of Financing Plan Costs and Description of Advances by the Municipality**

The Delhi DDA will rely on funds from the Delhi BRA local site remediation revolving fund for the initial cost of eligible environmental activities described in this Plan until repaid with tax increment revenue captured by the BRA. The future developer is similarly expected to incur funds for eligible activities for which repayment of future tax increment revenues are captured by the BRA. A tax increment financing cost and cash flow analysis will be provided in future Appendix C to an amendment to the Plan.

Local tax increments will be captured by the BRA, or (if necessary) by the DDA and then transferred to the BRA, and used to repay eligible costs.

**D. Maximum Amount of Note or Bonded Indebtedness**

No note or bonded indebtedness is expected to be incurred by Delhi Township DDA or BRA for this project.

**E. Duration of Brownfield Plan**

Incremental tax capture is expected to begin within five years of this Plan's approval when the plan is amended and will continue until the amount incurred or to be incurred for eligible expenses is covered by local tax increment captured and reimbursed first to the BRA and second to the future developer or 30 years, whichever is less. The Plan will provide for recapture of incremental captured tax revenues for an additional five years after reimbursement to the BRA and future developer(s) which will be placed in the BRA's local site remediation revolving fund. The Brownfield Plan will remain in effect for that time period.

**F. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions**

Local tax increment revenues generated by the future development project will be captured by Delhi Township. The impact of the BRA tax capture on local taxing authorities will be presented in future Appendix B. No state school taxes will be captured for this project.

**G. Legal Description, Property Map and Personal Property**

The legal description of the tax parcel that makes up the Property is attached in Appendix D. A map and aerial diagram of the Property, which depicts the proposed development, are included in Appendix E.

Personal property is not included as part of the eligible property and tax increment capture. No personal property is located on the parcel to be redeveloped.

**H. Estimates of Residents and Displacement of Families**

No persons reside at the Property, and no families or individuals will be displaced as result of this development. No occupied residences are involved in the development. Therefore, a demographic survey and information regarding housing in the community are not applicable and are not needed for this plan.

**I. Plan for Relocation of Displaced Persons**

No persons will be displaced as a result of this development. Therefore, a plan for relocation of displaced persons is not applicable and is not needed for this plan.

**J. Provisions for Relocation Costs**

No persons will be displaced as result of this development and no relocation costs will be incurred. Therefore, provisions for relocation costs is not applicable and is not needed for this plan.

**K. Strategy for Compliance with Michigan's Relocation Assistance Law**

No persons will be displaced as result of this development. Therefore, no relocation assistance strategy is needed for this plan.

**L. Description of Proposed Use of Local Site Remediation Revolving Fund**

Funds from the BRA Local Site Remediation Revolving Fund are being used to finance or reimburse eligible activities of this Brownfield Plan as initially incurred by the Delhi DDA. At the conclusion of repayment of eligible expenses to the BRA for its initial expenses and the developer(s) for subsequent expenses, the BRA intends to capture the local tax increment for its Local Site Remediation Revolving Fund for an additional five years. Although no plans have been developed for the use of these subsequent funds, Delhi Township intends on using the funds in accordance with Act 381.

**M. Other Material that the Authority or Governing Body Considers Pertinent**

The intent of this Brownfield Plan is to reimburse the Delhi BRA first and the developer(s) second for eligible activity costs incurred for redevelopment of the subject brownfield Property. The Delhi BRA plans on capturing additional funds for five years after the conclusion of payment of eligible expenses to the developer(s).

## **Appendix A**

### **Eligible Activities Cost Schedule**

**ELIGIBLE ACTIVITIES COST SCHEDULE  
2022 CEDAR STREET  
HOLT, MI**

COST ELEMENT	2013-2014	FUTURE YEARS	TOTAL
<u>Other Response Activities</u>			
Initial Assessment	\$30,000		\$30,000
Additional Assessment	\$77,000		\$77,000
Subtotal	\$107,000		\$107,000
Administrative and Legal Costs	\$6,000		\$6,000
Contingency (10%)	\$13,000		\$13,000
<b>TOTAL</b>	<b>\$126,000</b>		<b>\$126,000</b>

## **Appendix B**

### **Summary of Tax Increment Financing**

IMPACT ON TAXING JURISDICTIONS  
 BRA TAX INCREMENT CAPTURE  
 BROWNFIELD PLAN FOR 2022 CEDAR STREET  
 HOLT, MI

AD VALOREM/TAXING AUTHORITIES	MILLAGE SUMMARY	TAX INCREMENT RECAPTURE IN FUTURE YEARS
Future Projected Taxable Commercial Value – Total \$		
Future Projected Taxable Residential Value – Total \$		
Incremental Taxable Value – Commercial		
Incremental Taxable Value – Residential		
Delhi Charter Township		
Lansing Community College		
Ingham County		
<b>State Education (SET)</b>		
Capital Area District Library		
<b>ISD</b>		
CATA		
<b>School Debt</b>		
<b>State Education (SOT)</b>		
<b>School Building and Site</b>		
<b>Total Captures</b>		
<b>Current Taxable Value</b>		
<b>Real Property</b>		
<b>Personal Property</b>		
<b>Projected Taxable Value at Buildout</b>		
<b>Commercial</b>		
<b>Residential</b>		
<b>Projected Annual Increase in Taxable Value – Commercial</b>		
<b>Projected Annual Increase in Taxable Value – Residential</b>		
<b>Portion of millage that is for debt or fee – not capturable for Act 381 TIF</b>		
<b>Portion of millage captured by other TIF authorities – not capturable for Act 381 TIF</b>		
<b>Entries in _____ are tax increments transferred from the DDA</b>		
<b>Cumulative Tax Capture</b>		

IMPACT ON TAXING JURISDICTION  
 DDA TAX INCREMENT CAPTURE  
 2022 CEDAR STREET  
 HOLT, MI

AD VALOREN TAXING AUTHORITIES	MILLAGE SUMMARY	TAX INCREMENT RECAPTURE IN FUTURE YEARS
Future Projected Taxable Commercial Value – Total \$		
Future Projected Taxable Residential Value – Total \$		
Incremental Taxable Value – Commercial		
Incremental Taxable Value – Residential		
Delhi Charter Township		
Lansing Community College		
Ingham County		
<b>State Education (SET)</b>		
Capital Area District Library		
<b>ISD</b>		
CATA		
<b>School Debt</b>		
<b>State Education (SOT)</b>		
<b>School Building and Site</b>		
<b>Total Capture</b>		
<b>Transfer to BRA</b>		
<b>DDA Related Capture</b>		
<b>Current Taxable Value</b>		
<b>Real Property</b>		
<b>Personal Property</b>		
<b>Projected Taxable Value at Buildout</b>		
<b>Commercial</b>		
<b>Residential</b>		
<b>Projected Annual Increase in Taxable Value – Commercial</b>		
<b>Projected Annual Increase in Taxable Value – Residential</b>		

<p><b>Portion of millage that is for debt or fee – not capturable for Act 381 TIF</b></p> <p><b>Portion of millage captured by other TIF authorities – not capturable for Act 381 TIF</b></p> <p><b>Entries in _____ are tax increments transferred from the DDA</b></p>		
<p><b>Cumulative Tax Capture</b></p>		

## **Appendix C**

### **Summary of Project Cash Flows**

**TAX INCREMENT FINANCING COST AND CASH FLOW ANALYSIS  
2022 CEDAR STREET  
HOLT, MI**

CASH CATEGORY	TOTALS	FUTURE YEARS
<i>Eligible Costs</i>		
Environmental Response Costs	\$107,000	\$107,000
Non-environmental Costs		
Administrative and Legal Costs	\$6,000	\$6,000
<i>Interest (previous year's remaining eligible costs)</i>		
Contingency	\$13,000	\$13,000
Total Brownfield Plan Costs	\$126,000	\$126,000
Annual Cash Flow		
Tax Increment Capture	\$126,000	\$126,000
Other TIF Reimbursement		
BRA Local Revolving Fund	TBD	
BRA Operations Costs		
Eligible Brownfield Costs Reimbursement (including interest)	\$126,000	
Net Cash		
Remaining Eligible Brownfield Costs to be Reimbursed		\$126,000

TBD = To Be Determined

**Appendix D**

**Legal Description Described in Section III(G) of this Plan**

**Legal Description:**

(DP 2673) Lot 20 Except East 66 feet of Supervisor's Plat No. 6 of Delhi Township

**Appendix E**

**Map and Aerial Diagram of the Property Described in Section III(A) & (G) of this Plan**

**Environmental Contamination Diagrams Described in Section I & III of this Plan**



Former Blind Bizz  
 2022 North Cedar Street  
 Project Number 21696A

**SITE LOCATION MAP**

Adapted from USGS 7½ Minute Quadrangle Map:  
 Lansing South, Michigan, 1965, Photorevised 1973  
 (Property lines are approximated)  
 Approximate Scale 1" = 2000'

**FIGURE**  
**1**

**Parsons Brinckerhoff**



### LEGEND

- = Soil Boring (2014 borings)
- = Soil Boring (prior borings)
- ▲ = Monitoring Well
- = Property Boundary
- = Former Building
- = Two former gasoline USTs (removed): 2,500 gallon and 1,000 gallon
- = Former Pump Island
- = Former Product Lines
- = Approx. Excavation Limits
- = Utility - Water
- = Utility - Natural Gas
- = Utility - Sanitary Sewer
- = Utility - Storm Sewer
- = W-E Cross-Section
- = N-S Cross-Section



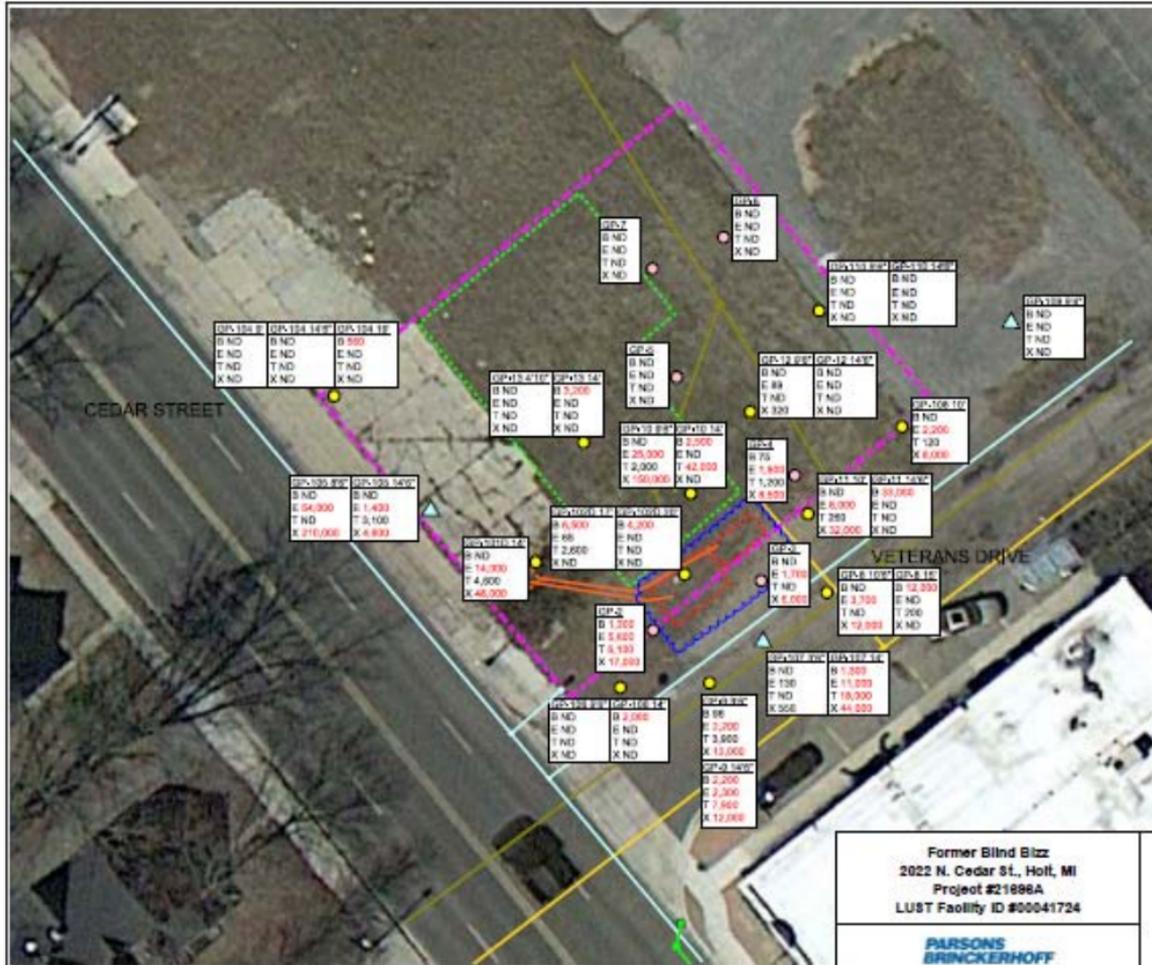
Former Blind Blizz  
 2022 N. Cedar St., Holt, MI  
 Project #21896A  
 LUST Facility ID #00041724

**PARSONS  
 BRINCKERHOFF**

Site Map Showing  
 Sample Locations

Adapted From 2013 Google Image,  
 Under License with Google Earth Pro

FIGURE  
**2**



### LEGEND

- = Soil Boring (2014 borings)
  - = Soil Boring (prior borings)
  - ▲ = Monitoring Well
  - = Property Boundary
  - = Former Building
  - = Two former gasoline USTs (removed); 2,500 gallon and 1,000 gallon
  - = Former Pump Island
  - = Former Product Lines
  - = Approx. Excavation Limits
  - = Utility • Water
  - = Utility • Natural Gas
  - = Utility • Sanitary Sewer
  - = Utility • Storm Sewer
- TEST RESULTS**
- |   |       |
|---|-------|
| B | 2,000 |
| E | ND    |
| T | 200   |
| X | ND    |
- = Benzene, Ethylbenzene, Toluene, Xylenes  
 ND = Non Detect  
 Red Test indicates exceeding cleanup criteria. All concentrations in ug/gp.



Former Blind Blizz  
 2022 N. Cedar St., Holt, MI  
 Project #21896A  
 LUST Facility ID #00041724

**PARSONS  
BRINCKERHOFF**

Site Map Showing  
 Distribution of Soil  
 Contamination

**FIGURE  
6**

Adapted From: 2013 Google Image, Under License with Google Earth Pro



### LEGEND

- = Soil Boring (2014 borings)
  - = Soil Boring (prior borings)
  - = Monitoring Well
  - = Property Boundary
  - = Former Building
  - = Two former gasoline USTs (removed): 2,500 gallon and 1,000 gallon
  - = Former Pump Island
  - = Former Product Lines
  - = Approx, Excavation Limits
  - = Utility - Water
  - = Utility - Natural Gas
  - = Utility - Sanitary Sewer
  - = Utility - Storm Sewer
- |             |  |
|-------------|--|
| <b>B-29</b> | Benzene, Ethylbenzene, Toluene, Xylenes                                    |
| B ND        | ND = Non Detected  |
| E 21        | Red Text indicates exceeding cleanup criteria. All concentrations in ug/L. |
| T 8.7       |  |
| X 1.02      |  |

Approximate Scale (ft)



Former Blind Blizz  
2022 N. Cedar St., Holt, MI  
Project #21896A  
LUST Facility ID #00041724

**PARSONS  
BRINCKERHOFF**

Site Map Showing  
Distribution of Groundwater  
Contamination

Adapted From: 2013 Google Image,  
Under License with Google Earth Pro

FIGURE  
**7**

## **Appendix F**

### **Projected Costs of Additional Investigation in 2014**

**AMENDMENT No. 1 to**  
**AGREEMENT FOR ENVIRONMENTAL SERVICES**  
**PB Agreement Number- 21696**

This Agreement Amendment No. 1 is made and entered into this 4<sup>th</sup> day of April, 2014 by and between the Delhi Township Downtown Development Authority at 2045 N. Cedar Street, Holt, Michigan (hereinafter called the "CLIENT"), and Parsons Brinckerhoff Michigan, Inc., with offices at 500 Griswold Street, Detroit, Michigan (hereinafter called "PB").

**WITNESSETH**

WHEREAS, PB has entered into an professional agreement for environmental services dated December 16, 2013 (hereinafter called "Agreement"), with the CLIENT, to provide professional environmental services (hereinafter called the "SERVICES");

WHEREAS, CLIENT has determined the need for additional services (hereinafter called "ADDITIONAL SERVICES");

WHEREAS, CLIENT desires PB to perform those ADDITIONAL SERVICES;

NOW, THEREFORE, the parties agree that the aforesaid Agreement be amended as follows:

1. Article First of the Agreement entitled, "SCOPE OF SERVICES" is amended as follows:

The PB shall perform those ADDITIONAL SERVICES as set forth in Exhibit A - SCOPE OF ADDITIONAL SERVICES, attached hereto and made part of this agreement.

2. Article Second of the Agreement entitled, "COMPENSATION" is modified as follows:

For the performance of the ADDITIONAL SERVICES set forth herein, the CLIENT shall compensate PB on a fixed price basis the amount of (\$77,000.00).

3. PB shall perform the ADDITIONAL SERVICES in accordance with the Schedule set forth in Exhibit A.

4. Except as modified herein, all the terms, covenants and conditions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement Amendment No. 1, effective the day and year first above written.

CLIENT:

PARSONS BRINCKERHOFF  
MICHIGAN, INC.

By: 

By: 

Print Name: C. Howard Haas

Print Name: Edwin Tatem

Title: Executive Director

Title: President

## EXHIBIT A – Scope of Additional Services

---

### Former Blind Biz Site Holt, Michigan Proposal Scope of Services

This scope of services is for environmental investigatory activities at the former Blind Biz property at 2022 North Cedar Street in Holt, Michigan. It includes completing five activities as part of information gathering regarding the current contaminant conditions on the site to help achieve the goal of obtaining a regulatory closure under Part 213 of the natural resources and environmental protection act (NREPA) from the Michigan Department of Environmental Quality (MDEQ) for the former leaking underground storage tanks at the site.

The activities proposed include drilling soil borings, installing monitoring wells, surveying and sampling the monitoring wells, disposing drums of waste, compiling new data, and preparing a summary report for submittal to the Client.

The scope of these activities is outlined below; Parsons Brinckerhoff Michigan, Inc. (“PB”) shall be compensated the fixed price amount of \$77,000.00 under this contract modification. PB will complete these activities within three months of receiving this signed contract modification.

#### **Activity 1: Conduct LIF Survey of the Site:**

PB proposes to install 20 soil borings at the site using a Geoprobe equipped with a laser induced fluorescence detector and electrical conductivity probe. Each of the LIF borings will be drilled to a depth up to about 30 feet below the ground surface on a 25-foot grid to help evaluate whether non aqueous phase liquid (NAPL) exists in the soil or groundwater. The survey may also help to identify contaminated zones within the soil at depth.

Since several of the LIF borings will be drilled within the Cedar Street right-of-way and the Veterans Drive right-of-way, a permit will be obtained from MDOT and the Ingham County Road Commission prior to commencing drilling activities. The permits will also cover borings drilled as part of Activity 2, below.

Upon completion of the installation of the LIF survey, all borings will be abandoned using bentonite. The LIF data will be compiled, and a 3D model of the surveyed area will be prepared to show the extent of NAPL.

#### **Activity 2: Install 25 Soil Borings and Seven Monitoring Wells:**

PB proposes to install up to 25 soil borings at the site using a Geoprobe and/or a hand auger. One of the borings will be drilled to a depth of about five feet, one boring will be drilled to a depth of 10 feet, three borings will be drilled to a depth of 15 feet, and the remaining 20 borings will be drilled to a depth of 30 feet below the ground surface. These borings will be drilled to help delineate the horizontal and vertical extent of the soil contamination previously identified. Up to three soil samples will be collected from each of the soil borings; a total of 38 soil samples will be collected as part of this activity. PB will use a photoionization detector (PID meter) to screen the soils in the borings to help identify the depth interval with the highest contaminant concentration. The 38 soil samples will be submitted to a laboratory for analysis of volatile organic compounds (VOCs) and polynuclear aromatic hydrocarbons (PAHs).

Upon completion of the installation of the soil borings, PB will convert seven of the borings to monitoring wells to help delineate the extent of groundwater contamination at the site; the remaining borings will be abandoned using bentonite. Each of the monitoring wells will be constructed of PVC well materials; five will be screened within the upper saturated zone which is likely to contain contaminants, if present. The remaining two wells will be installed as nested

monitoring wells at the MW-101 and MW-102 locations and screened in a deeper saturated zone. Each of the wells will be developed to remove silt after installation. Each of the wells will be covered with a flush mount well protector and secured with a padlock.

**Activity 3: Survey and Sample New Monitoring Wells:**

PB will survey the top of casing elevation of the seven new monitoring wells to a USGS or reference elevation. In addition, PB will measure the depth to groundwater in each of the monitoring wells using a free product interface probe. The probe will measure the depth to groundwater and will also identify whether any NAPL is present in the wells.

The seven new monitoring wells will be sampled following MDEQ-mandated "low-flow" sampling protocol. During the sampling, PB will monitor temperature, specific conductance, dissolved oxygen, pH, oxidation-reduction potential (ORP), and turbidity using a YSI556-MPS meter and HACH 2100P turbidimeter. When all parameters have stabilized within acceptable tolerances for three consecutive readings, a sample will be collected. Each well will be sampled for VOCs and PAHs and submitted to a laboratory for analysis. One trip blank will be submitted to the laboratory with the samples.

**Activity 4: Dispose of Drums of Waste:**

After all soil and groundwater sampling activities are complete, PB will arrange for the disposal of the 55-gallon drums of soil and groundwater. PB estimates that nine drums of soil and three drums of groundwater will be generated during Activities 1 through 3 (above). In addition, three drums of soil generated as part of prior site investigation activities are currently on the property. All 15 drums will be profiled and sent to a licensed disposal facility. PB will assist with preparation of the waste manifests; the manifests will be signed by a representative of the DDA at the time the drums are removed from the property.

**Activity 5: Prepare a Summary Report:**

After drilling the soil borings, sampling the soils, installing and sampling the monitoring wells, PB will review and compile the laboratory analytical data and compared to the current regulatory cleanup criteria. Soil boring logs and monitoring well construction diagrams will be prepared for the new monitoring wells, and figures will be updated to show the location of the monitoring wells and soil borings. PB will prepare a report summarizing activities completed since preparation of the Initial Assessment Report. This report will be submitted to the client, but will not be submitted to the MDEQ. The report will include recommendations for additional testing to complete delineation (if delineation is not achieved by completion of Activities 1 through 3).



**Delhi Charter Township  
Department of Community Development**

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## MEMORANDUM

TO: John B. Elsinga, Township Manager  
Board of Trustees

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

DATE: Wednesday, September 10, 2014

RE: Scitex, LLC – Application for Tax Abatement (PA 198)

Scitex, LLC is located at 2046 Depot Street. The company operates under the name Trick Titanium and manufactures quality light weight titanium products, primarily for high performance cars. More about the company and its operations can be found on their website at [www.tricktitanium.com](http://www.tricktitanium.com). I would encourage you to visit the website and learn more about this interesting and unique company that call's Holt home.

Scitex, LLC has requested tax abatement pursuant to Public Act 198 of 1974. As detailed in their application, they plan to acquire approximately \$350,000 worth of manufacturing equipment in the next two years. The company has been experiencing steady growth. In fact, they have applied for tax abatement in 2009 and again in 2013 for a total of over \$1.15 million in investment. Their current IFT application includes the creation of 2 new jobs.

As you are aware, 198 Abatement provides approximately 50% tax abatement on the new personal property for a period of 12 years after construction. The Township, other taxing jurisdictions and the DDA, will continue to collect the un-abated portion of the newly generated tax revenue. This abatement for Scitex is expected to represent an incentive of approximately \$61,381 to the company over the 12 year time period (plus 2 years for "construction") and will help them to make the required investment.

The required public hearing for this application has been scheduled for the September 16<sup>th</sup> Board meeting. After the hearing, I would recommend that the Board take action to approve the application. Assuming that occurs, I will finalize the required paperwork, including the required Abatement Agreement, and submit it to the State of Michigan for their final approval. As always, if you have any questions or need additional information, please don't hesitate to ask. Thank you!

**DELHI CHARTER TOWNSHIP**

**RESOLUTION NO. 2014-020**

A Resolution to Approve the Application of Scitex, LCC for  
Industrial Facilities Exemption Certificate.

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 Tuesday, the 16<sup>th</sup> day of September, 2014, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by\_\_\_\_\_.

**WHEREAS**, pursuant to 1974 PA 198, as amended, the Township Board created an Industrial Development District (the "Industrial Development District"), with boundaries as outlined in Exhibit A of Resolution No. 2007-036 which includes the property at 2046 Depot Street, Holt, MI 48842; and

**WHEREAS**, the Township Clerk received an Application (the "Application") for an Industrial Facilities Exemption Certificate from Scitex, LCC (the "Applicant") on August 19, 2014 with respect to personal property improvements described in the Application (the "Facility") to be acquired and installed within the Industrial Development District; and

**WHEREAS**, before acting on the Application, the Township Board held a hearing on September 16, 2014 at the Community Services Center, at 7:45 p.m., for which hearing the Applicant, the Township Assessor, the public and a representative of each of the affected taxing units were given written notice, and at which hearing were afforded an opportunity to be heard on the Application; and

**WHEREAS**, acquisition and installation of the Facility is anticipated to have the reasonable likelihood to retain, create or prevent the loss of employment in Delhi Charter Township; and

**WHEREAS**, the aggregate SEV of real and personal property exempt from ad valorem taxes within Delhi Charter Township, after granting this exemption, will exceed 5% of an amount equal to the sum of the SEV of Delhi Charter Township, plus the SEV of personal and real property thus exempted.

**NOW, THEREFORE, BE IT RESOLVED;**

1. The Township Board finds and determines that:
  - a. The granting of the Application under Public Act 198 of 1974, as amended, together with the aggregate amount of Industrial Facilities Tax Exemption Certificates previously granted and

currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Delhi Charter Township, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in Delhi Charter Township.

2. The Application for Industrial Facilities Tax Exemption for Facilities to be acquired and installed on the parcel of real property described in the Application and situated within the Industrial Development District is hereby approved.
3. The Industrial Facilities Tax Exemption granted pursuant to PA 198 of 1974, as amended, shall be for a period of twelve (12) years, plus up to two (2) years construction/acquisition.
4. Subject to the condition that any written agreements, assurances, and representations otherwise made by the Applicant to Delhi Charter Township concerning the Facility and the taxation thereof are not thereby superseded, the Township Clerk is hereby authorized to execute agreements and such other certificates, instruments, and papers necessary or convenient to effectuate the Industrial Facilities Tax Exemption, including enabling the Applicant to correct inadvertent errors in the Application prior to its submission to the State of Michigan.

AYES:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

\_\_\_\_\_  
Evan Hope, Township Clerk

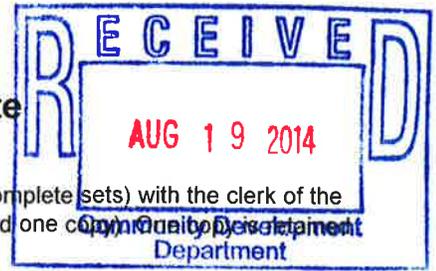
**STATE OF MICHIGAN }  
                                  }ss  
COUNTY OF INGHAM }**

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 16<sup>th</sup> day of September, 2014.

**IN WITNESS THEREOF**, I have hereunto affixed my official signature this \_\_\_\_ day of September, 2014.

---

Evan Hope, Township Clerk



# Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy) to be retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Amy D. Finch, Deputy Clerk</i>	Date Received by Local Unit <i>08-19-2014</i>
STC Use Only	
Application Number	Date Received by STC

**APPLICANT INFORMATION**  
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) <b>SCITEX LLC</b>		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) <b>3490</b>	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) <b>2046 DEPOT ST, BLDG B</b>		1d. City/Township/Village (indicate which) <b>DELHI TOWNSHIP</b>	1e. County <b>INGHAM</b>
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located <b>HOLT</b>	3b. School Code <b>33070</b>
4. Amount of years requested for exemption (1-12 Years) <b>12</b>			

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

**ONE NEW AND ONE USED CNC TURNING LATHE, TWO BAR FEEDERS. Purchase August 2014. Install Sept 2014  
ONE NEW LASER MARKING MACHINE, ONE NEW CUT-OFF SAW Purchase Jan 2015. Install March 2015  
ONE NEW CNC TURNING LATHE. Purchase June 2015. Install Sept 2015  
LATHES, BAR FEEDERS, LASER ARE FOR NEW BUSINESS. SAW IS REPLACEMENT.**

6a. Cost of land and building improvements (excluding cost of land) ..... * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures ..... * Attach itemized listing with month, day and year of beginning of installation, plus total	\$350,000.00 Personal Property Costs
6c. Total Project Costs ..... * Round Costs to Nearest Dollar	\$350,000.00 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)		
Real Property Improvements	_____	_____	<input type="checkbox"/> Owned	<input type="checkbox"/> Leased
Personal Property Improvements	<b>08/01/2014</b>	<b>07/31/2016</b>	<input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption.  Yes  No

9. No. of existing jobs at this facility that will be retained as a result of this project. <b>14</b>	10. No. of new jobs at this facility expected to create within 2 years of completion. <b>2</b>
--	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

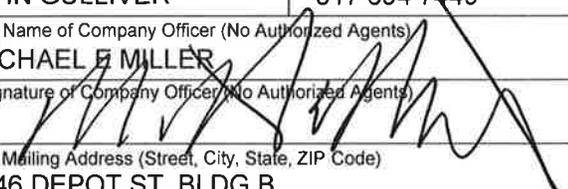
a. TV of Real Property (excluding land) .....	_____
b. TV of Personal Property (excluding inventory) .....	_____
c. Total TV .....	_____

12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District	
12b. Date district was established by local government unit (contact local unit) <b>07/17/2001</b>	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <b>JOHN GULLIVER</b>	13b. Telephone Number <b>517 694 7449</b>	13c. Fax Number <b>517 694 7590</b>	13d. E-mail Address <b>johng@tricktitanium.com</b>
14a. Name of Contact Person <b>JOHN GULLIVER</b>	14b. Telephone Number <b>517 694 7449</b>	14c. Fax Number <b>517 694 7590</b>	14d. E-mail Address <b>johng@tricktitanium.com</b>
▶ 15a. Name of Company Officer (No Authorized Agents) <b>MICHAEL E MILLER</b>			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number <b>517 694 7590</b>	15d. Date <b>08/01/2014</b>
▶ 15e. Mailing Address (Street, City, State, ZIP Code) <b>2046 DEPOT ST, BLDG B</b>		15f. Telephone Number <b>517 694 7449</b>	15g. E-mail Address <b>mikem@tricktitanium.com</b>

**LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.**

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

**Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.**

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury  
State Tax Commission  
PO Box 30471  
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

<b>STC USE ONLY</b>				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

SCITEX, LLC - TRICK TITANIUM  
Purchase of New Lathes and Bar Feeders

Haas ST-25 and Bar Feeder

Haas ST-25 CNC Lathe	81,115.00
LNS Alpha 552 Bar Feeder	33,100.00
Electrical	4,315.00
Rigging of Lathe	2,730.00
Hardinge Collet Chucking System	2,222.64
Total Cost of Haas St-25 and related	<u>123,482.64</u>

Haas ST-10 Lathe and Related Equipment

Haas ST-10 CNC Lathe	51,472.00
Electical (Estimated)	2,300.00
Rigging of Lathe (Estimated)	2,730.00
Hardinge Collet Chucking System	2,222.64
	<u>58,724.64</u>

LNS Bar feeder	20,000.00
Move and install	5,000.00
	<u>25,000.00</u>

Haas ST-20 Lathe and Bar Feeder

Haas ST-20 Lathe	80,000.00
LNS Alpha 552 Bar Feeder	33,100.00
Electrical	4,315.00
Rigging of Lathe	2,730.00
Hardinge Collet Chucking System	2,222.64
Total Cost of Haas St-25 and related	<u>122,367.64</u>

Laser Marking System

Cobalt LT 10pf	38,400.00
Associated equipment	5,000.00
	<u>43,400.00</u>

New cut off saw	15,000.00
	<u>15,000.00</u>
Total Equipment Purchase	<u>387,974.92</u>

**Scitex, LLC - ESTIMATE OF POTENTIAL IFT BENEFIT**

9/9/2014

Est. New Investment:

Real Property \$0  
 Personal Property \$350,000

Millage Rate Assumptions:

<u>Real Property</u>		<u>Personal Property</u>
IFT Rate:	35.51755	IFT Rate: 20.859
Non-IFT Rate:	65.0351	Non-IFT Rate: 41.0351

<i>Abatement Year</i>	<i>Const. Yr1</i>	<i>Const. Yr2</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Est. Real Property Value (SEV)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Personal Property Value (SEV)	\$315,000	\$296,100	\$278,334	\$261,634	\$245,936	\$231,180	\$217,309	\$204,270	\$192,014	\$180,493	\$169,664	\$159,484
<b>Total SEV</b>	<b>\$315,000</b>	<b>\$296,100</b>	<b>\$278,334</b>	<b>\$261,634</b>	<b>\$245,936</b>	<b>\$231,180</b>	<b>\$217,309</b>	<b>\$204,270</b>	<b>\$192,014</b>	<b>\$180,493</b>	<b>\$169,664</b>	<b>\$159,484</b>
<b>Est. Tax with no IFT</b>												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$12,926	\$12,150	\$11,421	\$10,736	\$10,092	\$9,486	\$8,917	\$8,382	\$7,879	\$7,407	\$6,962	\$6,544
<b>Est. Tax with IFT</b>												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$6,571	\$6,176	\$5,806	\$5,457	\$5,130	\$4,822	\$4,533	\$4,261	\$4,005	\$3,765	\$3,539	\$3,327
<b>Est. Tax Incentive Provided (difference)</b>	<b>\$6,355</b>	<b>\$5,974</b>	<b>\$5,616</b>	<b>\$5,279</b>	<b>\$4,962</b>	<b>\$4,664</b>	<b>\$4,384</b>	<b>\$4,121</b>	<b>\$3,874</b>	<b>\$3,642</b>	<b>\$3,423</b>	<b>\$3,218</b>
<b>Total Est. Value of IFT Incentive*:</b>											<b>\$61,381</b>	

\*Assumptions Used in Above Calculations:

1. Personal property (PP) is depreciated by 6% per year for the duration of the abatement period and comes on the roll at 90%.
2. Real property (RP) will increase in value by 1% per year.
3. The millage rate is assumed to remain constant over the duration of the abatement, which it will not. Also, beginning in 2010, the new MBT specifies that industrial personal property is exempt from the State Ed. Tax and local school operating.
4. All numbers and calculations above are estimates only and should not be used by anyone for financial planning or other similar purposes. The figures contain multiple variables that can and will change the outcome of the estimates.
5. The above information is not an implication or contract that the tax savings represented above will be achieved or provided by the Township or the State of Michigan.
6. That the full value of the "facility" will be on the tax rolls by Dec. 31, 2012, which may or may not be the case. 2 years is allowed for construction.

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 11, 2014

**RE:** POTW Primary Clarifier Project

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Enclosed for your review and approval is a recommendation from Hubbell, Roth and Clark, Inc. to accept the low bid of \$75,600 from Gerace Construction for the replacement of drive units and scum beaches in the POTW primary clarifiers and to also approve the purchase of parts from Evoqua in the amount of \$84,208 for a total project cost of \$159,808.

Because the primary clarifiers (2) have been in operation for over thirty (30) years an inspection of the mechanical equipment was completed this summer to determine their condition and provide for a plan based on the inspection results. Evoqua Water Technologies, the single manufacturer of the clarifier equipment, along with HRC completed independent inspections and determined that the drive units have outlived their useful lives and are in need of replacement. In addition, the scum beach arms needed adjustments at a minimum but were recommended to be replaced along with the sludge squeegee blades as newer technology is available which would make them more efficient, less likely to have winter icing problems and reduce the amount of flushing pumps currently being used.

Therefore, I recommend the Township Board approve the primary clarifier drive replacement project for a total of \$159,808 of which \$84,208 is parts through Evoqua and \$75,600 is labor through Gerace Construction. This project had been budgeted at \$245,000 so the \$159,808 is well within the budgeted amount.

**Recommended Motion:**

**To approve the POTW primary clarifier project in the total amount of \$159,808 (\$84,208 Evoqua for parts, \$75,600 Gerace Construction for labor).**



**PRINCIPALS**

George E. Hubbell  
Thomas E. Biehl  
Walter H. Alix  
Peter T. Roth  
Keith D. McCormack  
Nancy M. D. Faught  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Roland N. Alix

**SENIOR ASSOCIATES**

Gary J. Tressel  
Kenneth A. Melchior  
Randal L. Ford  
William R. Davis  
Dennis J. Benoit

**ASSOCIATES**

Jonathan E. Booth  
Michael C. MacDonald  
Marvin A. Olane  
Robert F. DeFrain  
Marshall J. Grazioli  
Thomas D. LaCross  
James F. Burton  
Jane M. Graham  
Donna M. Martin  
Charles E. Hart

**HUBBELL, ROTH & CLARK, INC.**

OFFICE: 801 Broadway NW, Suite 215  
Grand Rapids, MI 49504  
PHONE: 616.454.4286  
FAX: 616.454.4278  
WEBSITE: www.hrc-engr.com  
EMAIL: info@hrc-engr.com

September 11, 2014

Delhi Charter Township  
Department of Public Services  
1492 Aurelius Road  
Holt, Michigan 48842

Attn: Ms. Sandra Diorka, Director

Re: POTW Primary Clarifiers  
Drives Replacement

HRC Job No. 20130937

Dear Ms. Diorka:

The existing two (2) Primary Clarifiers at the POTW were constructed in 1980 and have been in service for over 30 years. Therefore the Township commissioned an inspection of the clarifiers equipment and concrete tankage to determine their condition and obtain recommendations based on the inspections.

In July 2014, an inspection of the mechanical equipment of the clarifiers was conducted by Evoqua Water Technologies (Evoqua), the manufacturer of the existing clarifier equipment. At that time, Hubbell, Roth & Clark, Inc. (HRC) also performed an inspection of the concrete clarifier tanks.

A report of the inspection by Evoqua indicted that the drive units of the clarifiers should be replaced as they had served their useful lives. The report also indicated replacement of the existing scum beaches be performed as an improved scum beach configuration is available that performs better than the existing scum beaches and that the sludge squeegee blades be replaced. The remaining equipment (wastewater inlet pipe, inlet dispersion chamber, sludge scraper truss arm, scum arm, fiberglass weir plats and scum baffles) are in good condition.

A report by HRC of the condition of the concrete clarifier tanks indicated the concrete is in good condition and that it should be inspected on a 5 to 10 year interval.

In August 2014 Evoqua provided a quotation of \$84,208 for the equipment items as recommended in their quotation. It is noted this price includes shipment to the POTW.

In September, quotations from three contractors were requested to install the new equipment and to refurbish the existing bridge support steel and replace the existing steel checker-plate walkway with aluminum grating. The low price was submitted by Gerace Construction of Midland Michigan in the amount of \$75,600.00. HRC has worked with this company on several other wastewater

Ms. Sandra Diorka  
September 11, 2014  
HRC Job Number 20130937  
Page 2 of 2

treatment plant projects and has found them to be a reputable company that performs good work.

Therefore, we recommend the Township award the equipment supply to Evoqua Water Technologies and the construction phase to Gerace Construction in the amounts shown above for a total of \$159,808.00.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Thomas M. Grant, P.E.  
Project Manager

TMG

pc: Delhi Twp.; J. Elsinga  
HRC; J. Burton, File

**DELHI TWP POTW - PRIMARY CLARIFIERS UPGRADES****BID TABULATION**

September 10, 2014

	<b>Harper</b>	<b>Titus Welding</b>	<b>Gerace</b>
<b>Option 1 - Adjust existing scum beach</b>			
Evoqua	\$ 69,718.00	\$ 69,718.00	\$ 69,718.00
Contractor	\$ 77,270.00	\$ 113,000.00	\$ 72,600.00
<b>Total</b>	<b>\$ 146,988.00</b>	<b>\$ 182,718.00</b>	<b>\$ 142,318.00</b>

<b>Option 2 - New scum beach and washer</b>			
Evoqua	\$ 84,208.00	\$ 84,208.00	\$ 84,208.00
Contractor	\$ 88,610.00	\$ 115,500.00	\$ 75,600.00
<b>Total</b>	<b>\$ 172,818.00</b>	<b>\$ 199,708.00</b>	<b>\$ 159,808.00</b>



## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 8, 2014

**RE:** Amendment No. 3 to Resolution No. 2013-018 – FY 2014 General Fund Budget

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Enclosed for your review and approval is Amendment No. 3 to Resolution No. 2013-018 for the FY 2014 General Fund Budget.

Revenues are projected to increase by \$236,580 as a result of increased building permits, ambulance fees, reimbursement for ice storm damage and maintaining school properties and a reduction of funds transferred to the fire department from General Fund (Other Financing Sources).

Changes in expenditures include a decrease of \$1,640 in Manager's Office, a decrease of \$17,030 in Accounting, an increase of \$1,510 in Clerk's Office, a decrease of \$34,270 in Information Technology, a decrease of \$4,470 in Treasurer's Office, a decrease of \$1,380 in Assessing, an increase of \$1,540 in Elections, an increase of \$21,110 in Building and Grounds, an increase of \$6,950 in Cemetery, an increase of \$109,920 in Stormwater (Township's assessment for Green #4), an increase of \$288,460 in Infrastructure (Lamoreaux Street improvements), an increase of \$89,440 in Community Development (Holt Road Trail head purchase), an increase of \$3,440 in Parks Administration, an increase of \$9,310 in Parks, a decrease of \$35,690 in Recreation, a decrease of \$46,170 in Other Functions and an increase of \$910 in Debt Service for a total increase in expenditures of \$432,180.

The net changes will result in a decrease in fund balance of \$195,600 from \$5,240,848 to \$5,045,248.

**RECOMMENDED MOTION:**

**To adopt Amendment No. 3 to Resolution No. 2013-018 for the Fiscal Year 2014 General Fund Budget.**

DELHI CHARTER TOWNSHIP  
 RESOLUTION NO. 2013-018  
 F.Y. 2014 GENERAL FUND BUDGET  
 AMENDMENT NO. 3

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16, 2014 at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2014 General Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2nd Budget Request	3rd Budget Request	2014 Amended Budget
<b>Revenue</b>					
TAXES	\$ 2,836,100	\$ -	\$ -	\$ -	\$ 2,836,100
GRANTS AND REVENUE SHARING	1,904,300	35,810	-	12,400	1,952,510
OTHER REVENUE	1,016,000	-	-	167,250	1,183,250
CHARGES FOR SERVICES	683,550	-	-	(31,440)	652,110
FRANCHISE FEES	440,000	-	-	12,500	452,500
INTERGOV-LOCAL	18,000	-	137,620	910	156,530
LICENSES & PERMITS	163,200	-	-	37,720	200,920
INTEREST AND RENTALS	18,650	-	-	2,000	20,650
FINES & FORFEITURES	18,000	-	-	-	18,000
<b>Total Revenue</b>	<b>7,097,800</b>	<b>35,810</b>	<b>137,620</b>	<b>201,340</b>	<b>7,472,570</b>
<b>Expenditures</b>					
Legislative	108,140	-	-	-	108,140
Manager	331,280	-	-	(1,640)	329,640
Accounting	157,170	-	-	(17,030)	140,140
Clerk	240,110	-	-	1,510	241,620
Information Technology	342,180	-	-	(34,270)	307,910
Treasurer	253,220	-	-	(4,470)	248,750
Assessing	348,890	-	-	(1,380)	347,510
Elections	71,360	-	-	1,540	72,900
Bldg & Grds	515,830	6,340	-	21,110	543,280
Cemetery	122,540	2,460	-	6,950	131,950
Stormwater	391,280	2,160	-	109,920	503,360
Infrastructure	1,008,190	-	140,000	288,460	1,436,650
Comm Dev	652,270	50,000	16,000	89,440	807,710
Parks Admin	193,830	-	-	3,440	197,270
Parks	517,100	113,110	-	9,310	639,520
Recreation	175,000	-	-	(35,690)	139,310
Other Functions	326,600	-	59,680	(5,930)	380,350
Debt Service	39,740	-	137,620	910	178,270
<b>Total Expenditures</b>	<b>5,794,730</b>	<b>174,070</b>	<b>353,300</b>	<b>432,180</b>	<b>6,754,280</b>



GL NUMBER	DESCRIPTION	2014	Budget	2014	Notes
		Amended Budget	Request #3	Amended Budget	
Fund 101 - GENERAL FUND					
ESTIMATED REVENUES					
101-000.00-403.000	CUR REAL & PERS PROP TAX	2,403,000		2,403,000	
101-000.00-404.000	IFT/CFT & SERVICE FEES	15,000		15,000	
101-000.00-423.000	TRAILER PARK FEES	5,100		5,100	
101-000.00-445.000	DELQ TAX	5,000		5,000	
101-000.00-445.005	DELINQUENT INTEREST & PENALTY	23,000		23,000	
101-000.00-447.000	PROPERTY TAX ADMIN FEE	385,000		385,000	
101-000.00-451.000	BUILDING PERMITS	68,000	32,000	100,000	Increased activity
101-000.00-452.000	PLAT REVIEW FEES	0	1,770	1,770	
101-000.00-453.000	SOIL EROSION & SEDIMENT CTRL PERMIT	15,000		15,000	
101-000.00-455.000	ELECTRICAL PERMIT FEES	21,000		21,000	
101-000.00-456.000	PLUMBING PERMIT FEES	13,000	2,700	15,700	
101-000.00-457.000	MECHANICAL PERMIT FEES	23,000		23,000	
101-000.00-458.000	FIRE INSPECTION FEES	1,800		1,800	
101-000.00-460.000	FIRE DEPT. BURNING PERMITS	2,500		2,500	
101-000.00-476.000	MISC LICENSES, PERMITS & FEES	3,300		3,300	
101-000.00-570.000	STATE GRANTS-MISC	35,810		35,810	
101-000.00-571.000	MISC GRANTS	0	10,000	10,000	LEAP Grant for art
101-000.00-574.020	STATE REV SHAR-SALES CONSTIT.	1,852,700		1,852,700	
101-000.00-574.021	STATE REV SHAR-SALES STATUTORY	41,600	2,400	44,000	
101-000.00-574.030	RETURNABLE LIQ LICENSE FEES	9,900		9,900	
101-000.00-574.040	STATE SHARED REV-RIGHT OF WAY	10,000		10,000	
101-000.00-587.000	DISTRICT LIBRARY CONTRIBUTIONS	18,000		18,000	
101-000.00-620.000	RENTAL REGISTRATION & INSPECT	98,000		98,000	
101-000.00-623.000	REZONING APPLICATION FEES	1,000		1,000	
101-000.00-624.000	SPECIAL USE PERMITS	3,700		3,700	
101-000.00-625.000	BOARD OF APPEAL FEES	1,000	1,250	2,250	
101-000.00-628.000	SITE PLAN REVIEW FEES	5,000	(1,940)	3,060	
101-000.00-631.000	FIRE INSPECTIONS	5,000		5,000	
101-000.00-632.000	FIRE DEPARTMENT SERVICE FEES	41,500	500	42,000	
101-000.00-632.010	FIRE DEPT EDUCATIONAL REVENUE	3,500		3,500	
101-000.00-633.000	AMBULANCE FEES	660,000	50,000	710,000	Increased runs
101-000.00-634.000	CEMETERY - BURIAL FEES	23,000	(5,000)	18,000	
101-000.00-635.000	CEMETERY - LOT SALES	15,000	2,000	17,000	
101-000.00-642.000	TREE PROGRAM SALES	5,000		5,000	
101-000.00-651.010	RECREATION FEES	62,000	(2,000)	60,000	
101-000.00-651.020	PARKS FACILITY FEES	6,000		6,000	
101-000.00-651.060	SENIOR CITIZEN EVENT REVENUE	25,000	(25,000)	0	No Twp sponsored trips
101-000.00-660.000	CODE ENFORCEMENT REVENUE	18,000		18,000	
101-000.00-664.000	INTEREST	1,000	2,000	3,000	
101-000.00-669.020	COMMUNICATION TOWER LEASE FEE	17,650		17,650	
101-000.00-672.010	STREETLIGHT SPECIAL ASSESSMENT	282,400	21,600	304,000	Rate adjustment
101-000.00-672.020	BLACKTOP & ROAD SPECIAL ASSESSMNTS	25,600	27,650	53,250	Lamoreaux street impr
101-000.00-672.030	SIDEWALK ASSESSMENTS	7,000	(900)	6,100	
101-000.00-673.000	SALE OF FIXED ASSETS	85,000	(5,000)	80,000	
101-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	27,000	81,000	108,000	Reimb for mowing, ice storm damage
101-000.00-694.000	MISCELLANEOUS REVENUE	4,100	(2,100)	2,000	
101-000.00-694.010	TRI-COUNTY METRO REIMBURSEMENT	10,000	(10,000)	0	
101-000.00-694.020	CABLE FRANCHISE FEES	300,000		300,000	
101-000.00-694.025	AT&T FRANCHISE FEE	25,000		25,000	
101-000.00-694.030	BWL FRANCHISE FEE	115,000	12,500	127,500	
101-000.00-698.060	CAPITAL LEASE PROCEEDS	9,480		9,480	
101-000.00-699.030	COST ALLOCATION-FROM SEWER FU	394,450		394,450	
101-000.00-699.110	TRANS IN - DELHI DDA	137,620	910	138,530	
Total Revenues		7,365,710	196,340	7,562,050	

GL NUMBER	DESCRIPTION	2014	Budget	2014	Notes
		Amended Budget	Request #3	Amended Budget	
Dept 101.00-LEGISLATIVE					
101-101.00-707.000	BOARD OF TRUSTEES-SALARY	66,950		66,950	
101-101.00-715.000	SOCIAL SECURITY/MEDICARE	5,120		5,120	
101-101.00-717.000	LIFE INSURANCE	310		310	
101-101.00-724.000	WORKERS COMP	140		140	
101-101.00-802.000	MEMBERSHIPS,DUES,SUBS	30,620		30,620	
101-101.00-956.000	MISCELLANEOUS	500		500	
101-101.00-960.000	EDUCATION & TRAINING	4,500		4,500	
Total - Dept 101.00-LEGISLATIVE		108,140	0	108,140	
Dept 171.00-MANAGER					
101-171.00-703.000	SALARIES	224,040		224,040	
101-171.00-703.001	DEPUTY SALARY	2,500		2,500	
101-171.00-703.010	OVERTIME	840		840	
101-171.00-715.000	SOCIAL SECURITY/MEDICARE	18,510		18,510	
101-171.00-716.000	HEALTH INSURANCE	33,840	(1,640)	32,200	
101-171.00-716.010	DENTAL INSURANCE	3,560		3,560	
101-171.00-717.000	LIFE INSURANCE	1,140		1,140	
101-171.00-718.000	PENSION CONTRIBUTION	22,400		22,400	
101-171.00-719.000	DISABILITY INSURANCE	1,690		1,690	
101-171.00-723.000	AUTOMOBILE EXPENSE ALLOWANCE	10,370		10,370	
101-171.00-724.000	WORKERS COMP	1,020		1,020	
101-171.00-726.000	OFFICE SUPPLIES	250		250	
101-171.00-802.000	MEMBERSHIPS,DUES,SUBS	3,600		3,600	
101-171.00-853.000	TELEPHONE/COMMUNICATIONS	320		320	
101-171.00-956.000	MISCELLANEOUS	1,200		1,200	
101-171.00-960.000	EDUCATION & TRAINING	6,000		6,000	
Total - Dept 171.00-MANAGER		331,280	(1,640)	329,640	
Dept 191.00-ACCOUNTING					
101-191.00-703.000	SALARIES	53,560	0	53,560	
101-191.00-703.005	PART TIME HELP	27,300	0	27,300	
101-191.00-715.000	SOCIAL SECURITY/MEDICARE	4,500	0	4,500	
101-191.00-716.000	HEALTH INSURANCE	5,520	(330)	5,190	
101-191.00-716.010	DENTAL INSURANCE	520	0	520	
101-191.00-717.000	LIFE INSURANCE	280	0	280	
101-191.00-718.000	PENSION CONTRIBUTION	6,180	0	6,180	
101-191.00-719.000	DISABILITY INSURANCE	410	0	410	
101-191.00-724.000	WORKERS COMP	400	0	400	
101-191.00-726.000	OFFICE SUPPLIES	1,200	0	1,200	
101-191.00-802.000	MEMBERSHIPS,DUES,SUBS	1,200	(600)	600	
101-191.00-807.000	AUDIT FEES	7,000	0	7,000	
101-191.00-818.000	CONTRACTUAL SERVICES	46,500	(15,600)	30,900	
101-191.00-956.000	MISCELLANEOUS	500	0	500	
101-191.00-960.000	EDUCATION & TRAINING	2,100	(500)	1,600	
Total - Dept 191.00-ACCOUNTING		157,170	(17,030)	140,140	
Dept 215.00-CLERK					
101-215.00-703.000	SALARIES	156,000		156,000	
101-215.00-703.001	DEPUTY SALARY	2,500		2,500	
101-215.00-715.000	SOCIAL SECURITY/MEDICARE	12,130		12,130	
101-215.00-716.000	HEALTH INSURANCE	34,860	(1,790)	33,070	
101-215.00-716.010	DENTAL INSURANCE	3,100		3,100	
101-215.00-717.000	LIFE INSURANCE	780		780	
101-215.00-718.000	PENSION CONTRIBUTION	15,600		15,600	
101-215.00-719.000	DISABILITY INSURANCE	1,190		1,190	
101-215.00-724.000	WORKERS COMP	500		500	
101-215.00-740.000	MATERIAL & SUPPLIES	1,000		1,000	
101-215.00-817.000	CODIFICATION OF TWP ORDINANCES	3,000		3,000	
101-215.00-818.000	CONTRACTUAL SERVICES	500	500	1,000	
101-215.00-853.000	TELEPHONE/COMMUNICATIONS	0		0	
101-215.00-870.000	MILEAGE	250		250	
101-215.00-902.000	PUBLISHING/LEGAL NOTICES	6,000	2,000	8,000	
101-215.00-956.000	MISCELLANEOUS	500		500	
101-215.00-960.000	EDUCATION & TRAINING	2,200	800	3,000	
Total - Dept 215.00-CLERK		240,110	1,510	241,620	

GL NUMBER	DESCRIPTION	2014	Budget	2014	Notes
		Amended Budget	Request #3	Amended Budget	
Dept 228.00-INFORMATION TECHNOLOGY					
101-228.00-703.000	SALARIES	119,560		119,560	
101-228.00-703.005	PART TIME HELP	8,000	(1,000)	7,000	
101-228.00-703.007	LONGEVITY	1,350		1,350	
101-228.00-715.000	SOCIAL SECURITY/MEDICARE	10,250		10,250	
101-228.00-716.000	HEALTH INSURANCE	18,600	(700)	17,900	
101-228.00-716.010	DENTAL INSURANCE	1,400		1,400	
101-228.00-717.000	LIFE INSURANCE	610		610	
101-228.00-718.000	PENSION CONTRIBUTION	11,900	100	12,000	
101-228.00-719.000	DISABILITY INSURANCE	910		910	
101-228.00-724.000	WORKERS COMP	580		580	
101-228.00-740.000	MATERIAL & SUPPLIES	9,250		9,250	
101-228.00-818.000	CONTRACTUAL SERVICES	26,120	(10,320)	15,800	
101-228.00-853.000	TELEPHONE/COMMUNICATIONS	3,000		3,000	
101-228.00-870.000	MILEAGE	1,000	(600)	400	
101-228.00-930.001	HARDWARE MAINTENANCE	15,000	(5,000)	10,000	
101-228.00-930.025	COMPUTER EQUIPMENT	32,750	(12,750)	20,000	
101-228.00-930.030	COMPUTER SOFTWARE MAINTENANCE	49,900		49,900	
101-228.00-932.000	COMPUTER PROGRAM CHANGES	2,500	(2,000)	500	
101-228.00-956.000	MISCELLANEOUS	500		500	
101-228.00-960.000	EDUCATION & TRAINING	4,000	(2,000)	2,000	
101-228.00-970.000	CAPITAL OUTLAY	25,000		25,000	
Total - Dept 228.00-INFORMATION TECHNOLOGY		342,180	(34,270)	307,910	
Dept 253.00-TREASURERS					
101-253.00-703.000	SALARIES	127,430		127,430	
101-253.00-703.001	DEPUTY SALARY	2,500		2,500	
101-253.00-703.005	PART TIME HELP	42,610	(2,610)	40,000	
101-253.00-715.000	SOCIAL SECURITY/MEDICARE	12,100	(260)	11,840	
101-253.00-716.000	HEALTH INSURANCE	20,650	(900)	19,750	
101-253.00-716.010	DENTAL INSURANCE	2,590		2,590	
101-253.00-717.000	LIFE INSURANCE	530		530	
101-253.00-718.000	PENSION CONTRIBUTION	11,050		11,050	
101-253.00-719.000	DISABILITY INSURANCE	780		780	
101-253.00-724.000	WORKERS COMP	680		680	
101-253.00-726.000	OFFICE SUPPLIES	1,000		1,000	
101-253.00-729.001	TAX BILL PRINTING	15,000		15,000	
101-253.00-802.000	MEMBERSHIPS,DUES,SUBS	600		600	
101-253.00-815.000	COURT FILING/SERVICE FEES	1,500	1,000	2,500	
101-253.00-818.000	CONTRACTUAL SERVICES	7,500	300	7,800	
101-253.00-870.000	MILEAGE	200		200	
101-253.00-930.020	EQUIPMENT MAIN & REPAIR	1,000		1,000	
101-253.00-956.000	MISCELLANEOUS	500		500	
101-253.00-960.000	EDUCATION & TRAINING	5,000	(2,000)	3,000	
Total - Dept 253.00-TREASURERS		253,220	(4,470)	248,750	
Dept 257.00-ASSESSING					
101-257.00-703.000	SALARIES	167,950		167,950	
101-257.00-703.005	PART TIME HELP	560	(560)	0	
101-257.00-703.010	OVERTIME	1,390		1,390	
101-257.00-708.000	BOARD OF REVIEW	2,700		2,700	
101-257.00-715.000	SOCIAL SECURITY/MEDICARE	13,850	140	13,990	
101-257.00-716.000	HEALTH INSURANCE	26,110	(7,510)	18,600	
101-257.00-716.010	DENTAL INSURANCE	4,200	(700)	3,500	
101-257.00-717.000	LIFE INSURANCE	860		860	
101-257.00-718.000	PENSION CONTRIBUTION	16,800		16,800	
101-257.00-719.000	DISABILITY INSURANCE	1,300		1,300	
101-257.00-724.000	WORKERS COMP	1,800		1,800	
101-257.00-729.000	ASSESSMENT NOTICES/PP STATEMTS	7,500		7,500	
101-257.00-730.000	GASOLINE	800		800	
101-257.00-740.000	MATERIAL & SUPPLIES	2,050		2,050	
101-257.00-801.000	LEGAL FEES	55,250		55,250	
101-257.00-802.000	MEMBERSHIPS,DUES,SUBS	1,100		1,100	
101-257.00-818.000	CONTRACTUAL SERVICES	30,500		30,500	
101-257.00-870.000	MILEAGE	200		200	
101-257.00-930.020	EQUIPMENT MAIN & REPAIR	550	450	1,000	
101-257.00-931.000	VEHICLE REPAIR/MAINTENANCE	1,200		1,200	

GL NUMBER	DESCRIPTION	2014		2014	
		Amended Budget	Budget Request #3	Amended Budget	Notes
101-257.00-956.000	MISCELLANEOUS	750		750	
101-257.00-960.000	EDUCATION & TRAINING	3,270		3,270	
101-257.00-970.000	CAPITAL OUTLAY	8,200	(5,800)	2,400	
101-257.00-999.590	TRANSFER OUT-SEWER FUND	0	12,600	12,600	Amt of deprec for transferred vehicles
Total - Dept 257.00-ASSESSING		348,890	(1,380)	347,510	
Dept 262.00-ELECTIONS					
101-262.00-701.000	ELECTION INSPECTORS	38,040	740	38,780	
101-262.00-703.005	PART TIME HELP	1,000		1,000	
101-262.00-715.000	SOCIAL SECURITY/MEDICARE	200		200	
101-262.00-718.000	PENSION CONTRIBUTION	20		20	
101-262.00-724.000	WORKERS COMP	100		100	
101-262.00-726.000	OFFICE SUPPLIES	8,000		8,000	
101-262.00-803.000	POSTAGE	5,000		5,000	
101-262.00-818.000	CONTRACTUAL SERVICES	4,000		4,000	
101-262.00-818.035	CONTRACTED COUNTY SERVICES	14,000		14,000	
101-262.00-902.000	PUBLISHING/LEGAL NOTICES	0	800	800	
101-262.00-956.000	MISCELLANEOUS	1,000		1,000	
Total - Dept 262.00-ELECTIONS		71,360	1,540	72,900	
Dept 265.00-BUILDING & GROUNDS					
101-265.00-703.000	SALARIES	85,540	(3,090)	82,450	
101-265.00-703.005	PART TIME HELP	16,580		16,580	
101-265.00-703.010	OVERTIME	4,720	150	4,870	
101-265.00-715.000	SOCIAL SECURITY/MEDICARE	8,310	(260)	8,050	
101-265.00-716.000	HEALTH INSURANCE	18,590	(1,400)	17,190	
101-265.00-716.010	DENTAL INSURANCE	2,100		2,100	
101-265.00-717.000	LIFE INSURANCE	440		440	
101-265.00-718.000	PENSION CONTRIBUTION	8,550	(300)	8,250	
101-265.00-719.000	DISABILITY INSURANCE	650		650	
101-265.00-724.000	WORKERS COMP	2,500		2,500	
101-265.00-730.000	GASOLINE	4,610		4,610	
101-265.00-775.001	EQUIPMENT & SUPPLIES	5,800	700	6,500	
101-265.00-805.000	ENGINEERING SERVICES	2,000		2,000	
101-265.00-818.000	CONTRACTUAL SERVICES	57,650	12,320	69,970	Increase in HVAC contract
101-265.00-853.000	TELEPHONE/COMMUNICATIONS	15,300		15,300	
101-265.00-921.030	UTILITIES - WATER	7,000		7,000	
101-265.00-921.035	UTILITIES - SEWER	3,690	690	4,380	
101-265.00-921.040	UTILITIES - ELECTRIC	73,550		73,550	
101-265.00-921.045	UTILITIES - GAS	19,330		19,330	
101-265.00-930.000	BUILDING MAINTENANCE & REPAIRS	48,900	12,300	61,200	Concrete repair; Sr Ctr maint
101-265.00-930.020	EQUIPMENT MAIN & REPAIR	10,760		10,760	
101-265.00-956.000	MISCELLANEOUS	600		600	
101-265.00-970.000	CAPITAL OUTLAY	125,000		125,000	
Total - Dept 265.00-BUILDING & GROUNDS		522,170	21,110	543,280	
Dept 276.00-CEMETERY					
101-276.00-703.000	SALARIES	35,160		35,160	
101-276.00-703.005	PART TIME HELP	12,100		12,100	
101-276.00-703.010	OVERTIME	1,650		1,650	
101-276.00-715.000	SOCIAL SECURITY/MEDICARE	3,800		3,800	
101-276.00-716.000	HEALTH INSURANCE	7,220	(550)	6,670	
101-276.00-716.010	DENTAL INSURANCE	820		820	
101-276.00-717.000	LIFE INSURANCE	180		180	
101-276.00-718.000	PENSION CONTRIBUTION	3,520		3,520	
101-276.00-719.000	DISABILITY INSURANCE	270		270	
101-276.00-724.000	WORKERS COMP	1,170		1,170	
101-276.00-730.000	GASOLINE	1,790		1,790	
101-276.00-731.000	PROPANE GAS	250		250	
101-276.00-775.001	EQUIPMENT & SUPPLIES	5,800		5,800	
101-276.00-818.000	CONTRACTUAL SERVICES	34,190		34,190	
101-276.00-853.000	TELEPHONE/COMMUNICATIONS	100		100	
101-276.00-921.040	UTILITIES - ELECTRIC	550		550	
101-276.00-930.000	BUILDING MAINTENANCE & REPAIRS	8,000	(7,500)	500	Budget for sign moved to capital outlay
101-276.00-930.020	EQUIPMENT MAIN & REPAIR	5,180		5,180	
101-276.00-956.000	MISCELLANEOUS	2,500		2,500	
101-276.00-960.000	EDUCATION & TRAINING	250		250	
101-276.00-967.020	TWP PROPERTIES-DRAIN/TAXES/SAD	500		500	
101-276.00-970.000	CAPITAL OUTLAY	0	15,000	15,000	Incr cost estimate for sign
Total - Dept 276.00-CEMETERY		125,000	6,950	131,950	

GL NUMBER	DESCRIPTION	2014	Budget	2014	Notes
		Amended Budget	Request #3	Amended Budget	
Dept 281.00-STORMWATER					
101-281.00-703.000	SALARIES	28,740	500	29,240	
101-281.00-703.005	PART TIME HELP	14,900		14,900	
101-281.00-703.010	OVERTIME	940		940	
101-281.00-715.000	SOCIAL SECURITY/MEDICARE	3,460		3,460	
101-281.00-716.000	HEALTH INSURANCE	6,340	(470)	5,870	
101-281.00-716.010	DENTAL INSURANCE	720		720	
101-281.00-717.000	LIFE INSURANCE	150		150	
101-281.00-718.000	PENSION CONTRIBUTION	2,880		2,880	
101-281.00-719.000	DISABILITY INSURANCE	220		220	
101-281.00-724.000	WORKERS COMP INSUR	970		970	
101-281.00-726.000	OFFICE SUPPLIES	500		500	
101-281.00-730.000	GASOLINE	1,570		1,570	
101-281.00-741.000	OTHER OPERATING EXPENSES	250		250	
101-281.00-742.000	LABORATORY SUPPLIES	4,500		4,500	
101-281.00-745.000	OFF-SITE LAB TESTING	500		500	
101-281.00-775.003	SAFETY EQUIPMENT AND SUPPLIES	250		250	
101-281.00-801.000	LEGAL FEES	1,000		1,000	
101-281.00-805.000	ENGINEERING SERVICES	1,000	2,000	3,000	
101-281.00-818.225	SOLID WASTE DISPOSAL	1,000	1,000	2,000	
101-281.00-853.000	TELEPHONE/COMMUNICATIONS	140		140	
101-281.00-928.000	REGULATORY FEES	9,740		9,740	
101-281.00-930.020	EQUIPMENT MAIN & REPAIR	4,670	3,000	7,670	
101-281.00-956.000	MISCELLANEOUS	200		200	
101-281.00-956.005	COMMUNITY OUTREACH PROGRAMS	22,800	(2,400)	20,400	
101-281.00-960.000	EDUCATION & TRAINING	1,000		1,000	
101-281.00-967.010	TOWNSHIP-AT-LARGE DRAINS	158,180	106,290	264,470	Green Drain #4
101-281.00-991.000	PRINCIPAL	126,820		126,820	
Total - Dept 281.00-STORMWATER		393,440	109,920	503,360	
Dept 446.00-INFRASTRUCTURE					
101-446.00-922.000	STREETLIGHTS	348,000		348,000	
101-446.00-969.000	STREET IMPROVEMENTS	100,000	297,500	397,500	Lamoreaux St Impr added
101-446.00-969.002	SIDEWALK IMPROVEMENT/REPAIR	430,000	(9,040)	420,960	
101-446.00-971.140	RAM TRAIL	270,190		270,190	
Total - Dept 446.00-INFRASTRUCTURE		1,148,190	288,460	1,436,650	
Dept 721.00-PLANNING/COMMUNITY DEVELOPMENT					
101-721.00-703.000	SALARIES	331,530		331,530	
101-721.00-704.000	PLANNING COMMISSION SALARIES	13,200	540	13,740	
101-721.00-715.000	SOCIAL SECURITY/MEDICARE	26,700		26,700	
101-721.00-716.000	HEALTH INSURANCE	72,300	(3,800)	68,500	
101-721.00-716.010	DENTAL INSURANCE	8,000	(700)	7,300	
101-721.00-717.000	LIFE INSURANCE	1,700		1,700	
101-721.00-718.000	PENSION CONTRIBUTION	33,160		33,160	
101-721.00-719.000	DISABILITY INSURANCE	2,520		2,520	
101-721.00-724.000	WORKERS COMPENSATION INSURANCE	1,620		1,620	
101-721.00-725.000	CLOTHING/CLEANING ALLOWANCE	1,000		1,000	
101-721.00-726.000	OFFICE SUPPLIES	2,000		2,000	
101-721.00-730.000	GASOLINE	3,840		3,840	
101-721.00-801.000	LEGAL FEES	8,000	7,000	15,000	
101-721.00-802.000	MEMBERSHIPS,DUES,SUBSCRIPTIONS	1,800		1,800	
101-721.00-803.000	POSTAGE	1,800		1,800	
101-721.00-818.000	CONTRACTUAL SERVICES	22,950	10,000	32,950	LEAP art
101-721.00-818.040	CONTRACTUAL SERV-PLAN FUNCTIONS	50,000	(45,000)	5,000	Cedar St re-visioning postponed
101-721.00-853.000	TELEPHONE/COMMUNICATIONS	3,500		3,500	
101-721.00-870.000	MILEAGE	300		300	
101-721.00-902.000	PUBLISHING/LEGAL NOTICES	3,350		3,350	
101-721.00-930.063	NSP HOME	80,000	2,500	82,500	
101-721.00-931.000	VEHICLE REPAIR/MAINTENANCE	2,500		2,500	
101-721.00-941.000	OFFICE EQUIPMENT LEASE	4,000		4,000	
101-721.00-956.000	MISCELLANEOUS	1,500		1,500	
101-721.00-958.000	CODE ENFORCEMENT EXPENSE	18,000		18,000	
101-721.00-959.000	SOIL EROSION & SED CNTRL EXPENSE	500		500	
101-721.00-960.000	EDUCATION & TRAINING	6,500		6,500	
101-721.00-970.000	CAPITAL OUTLAY	16,000	118,900	134,900	5054 Holt purchase/fees
Total - Dept 721.00-PLANNING/COMMUNITY DEVELOPMENT		718,270	89,440	807,710	
Dept 752.00-PARKS ADMINISTRATION					
101-752.00-703.000	SALARIES	111,940		111,940	
101-752.00-703.010	OVERTIME	1,000		1,000	
101-752.00-704.001	PARK COMMISSION COMPENSATION	5,460		5,460	

GL NUMBER	DESCRIPTION	2014	Budget	2014	Notes
		Amended Budget	Request #3	Amended Budget	
101-752.00-715.000	SOCIAL SECURITY/MEDICARE	9,060		9,060	
101-752.00-716.000	HEALTH INSURANCE	11,030	(660)	10,370	
101-752.00-716.010	DENTAL INSURANCE	1,040		1,040	
101-752.00-717.000	LIFE INSURANCE	580		580	
101-752.00-718.000	PENSION CONTRIBUTION	11,200		11,200	
101-752.00-719.000	DISABILITY INSURANCE	850		850	
101-752.00-724.000	WORKERS COMP INSUR	2,120		2,120	
101-752.00-726.000	OFFICE SUPPLIES	2,000		2,000	
101-752.00-802.000	MEMBERSHIPS,DUES,SUBS	1,000		1,000	
101-752.00-803.000	POSTAGE	1,500		1,500	
101-752.00-818.000	CONTRACTUAL SERVICES	7,500		7,500	
101-752.00-853.000	TELEPHONE/COMMUNICATIONS	7,550		7,550	
101-752.00-956.000	MISCELLANEOUS	6,000		6,000	
101-752.00-960.000	EDUCATION & TRAINING	5,000		5,000	
101-752.00-967.000	MASTER PLAN RESEARCH	9,000	4,100	13,100	
Total - Dept 752.00-PARKS ADMINISTRATION		193,830	3,440	197,270	
Dept 771.00-PARKS					
101-771.00-703.005	PART TIME HELP	146,400	(12,560)	133,840	
101-771.00-703.010	OVERTIME	2,400	5,600	8,000	
101-771.00-703.051	SEASONAL LABOR	109,690		109,690	
101-771.00-715.000	SOCIAL SECURITY/MEDICARE	19,780		19,780	
101-771.00-724.000	WORKERS COMP INSUR	6,900		6,900	
101-771.00-725.000	CLOTHING/CLEANING ALLOWANCE	2,500		2,500	
101-771.00-730.000	GASOLINE	10,500	6,400	16,900	
101-771.00-748.000	TOOLS	2,500		2,500	
101-771.00-775.001	EQUIPMENT & SUPPLIES	8,000		8,000	
101-771.00-775.003	SAFETY EQUIPMENT AND SUPPLIES	500		500	
101-771.00-818.000	CONTRACTUAL SERVICES	46,130	(6,130)	40,000	
101-771.00-921.030	UTILITIES - WATER	9,200		9,200	
101-771.00-921.035	UTILITIES - SEWER	4,500		4,500	
101-771.00-921.040	UTILITIES - ELECTRIC	38,000		38,000	
101-771.00-921.045	UTILITIES - GAS	4,600		4,600	
101-771.00-930.000	BLDG & GRDS MAINT & REPAIRS	15,000	5,000	20,000	
101-771.00-930.010	GROUND MAINTENANCE & REPAIRS	20,000		20,000	
101-771.00-930.020	EQUIPMENT MAIN & REPAIR	10,000	5,000	15,000	
101-771.00-931.000	VEHICLE REPAIR/MAINTENANCE	5,000		5,000	
101-771.00-956.000	MISCELLANEOUS	2,000		2,000	
101-771.00-970.000	CAPITAL OUTLAY	166,610		166,610	
101-771.00-999.590	TRANSFER OUT-SEWER FUND	0	6,000	6,000	Transfer of fully deprec vehicle
Total - Dept 771.00-PARKS		630,210	9,310	639,520	
Dept 774.00-RECREATION					
101-774.00-703.000	SALARIES	53,560		53,560	
101-774.00-715.000	SOCIAL SECURITY/MEDICARE	4,100		4,100	
101-774.00-716.000	HEALTH INSURANCE	13,180	(790)	12,390	
101-774.00-716.010	DENTAL INSURANCE	970		970	
101-774.00-717.000	LIFE INSURANCE	280		280	
101-774.00-718.000	PENSION CONTRIBUTION	5,360		5,360	
101-774.00-719.000	DISABILITY INSURANCE	410		410	
101-774.00-724.000	WORKERS COMP INSUR	1,460		1,460	
101-774.00-739.000	T-SHIRTS & UNIFORMS	15,000		15,000	
101-774.00-739.001	AWARDS & TROPHIES	2,500		2,500	
101-774.00-775.001	EQUIPMENT & SUPPLIES	15,500		15,500	
101-774.00-802.001	ASA MEN'S FEES-SOFTBALL	1,320		1,320	
101-774.00-802.002	ADULT SOFTBALL UMPIRES	14,400	(12,400)	2,000	Paid by teams
101-774.00-809.000	SENIOR CITIZEN TRIPS	25,000	(25,000)	0	No Twp sponsored trips
101-774.00-812.000	RECREATION ENTRY FEES	1,300		1,300	
101-774.00-818.000	CONTRACTUAL SERVICES	15,860		15,860	
101-774.00-910.001	ASA FIELD INSURANCE	300		300	
101-774.00-956.000	MISCELLANEOUS	500		500	
101-774.00-956.040	SPECIAL EVENTS	4,000	2,500	6,500	
Total - Dept 774.00-RECREATION		175,000	(35,690)	139,310	
Dept 850.00-OTHER FUNCTIONS					
101-850.00-714.000	RETIREE'S BENEFITS	130,200		130,200	
101-850.00-720.000	UNEMPLOYMENT-REIMBURSEMENT	5,000		5,000	
101-850.00-726.000	OFFICE SUPPLIES	8,000		8,000	
101-850.00-801.000	LEGAL FEES	15,000		15,000	
101-850.00-803.000	POSTAGE	10,000		10,000	
101-850.00-818.000	CONTRACTUAL SERVICES	93,500		93,500	
101-850.00-902.001	NEWSLETTER	4,400	(2,200)	2,200	

GL NUMBER	DESCRIPTION	2014	Budget	2014	Notes
		Amended Budget	Request #3	Amended Budget	
101-850.00-910.000	INSURANCE & BONDS	50,000	(7,000)	43,000	
101-850.00-930.020	EQUIPMENT MAIN & REPAIR	11,000		11,000	
101-850.00-941.000	OFFICE EQUIPMENT LEASE	8,000	(5,730)	2,270	
101-850.00-956.000	MISCELLANEOUS	30,000		30,000	
101-850.00-960.005	GROUP EDUCATION & TRAINING	3,000		3,000	
101-850.00-964.000	TAX ADJUSTMENTS TO COUNTY/TWP	5,000	7,000	12,000	
101-850.00-967.020	TWP PROPERTIES-DRAIN/TAXES/SAD	1,500	2,000	3,500	
101-850.00-970.000	CAPITAL OUTLAY	9,480		9,480	
101-850.00-991.000	PRINCIPAL	1,300		1,300	
101-850.00-995.000	INTEREST	900		900	
101-850.00-999.206	TRANSFER OUT TO FIRE FUND	733,640	(40,240)	693,400	
101-850.00-999.207	TRANSFER OUT TO POLICE FUND	1,352,340		1,352,340	
Total - Dept 850.00-OTHER FUNCTIONS		2,472,260	(46,170)	2,426,090	
Dept 905.00-DEBT SERVICE					
101-905.00-991.220	PRINCIPAL - VALHALLA PARK 2	33,340		33,340	
101-905.00-991.330	PRINCIPAL - 2013 CAP IMPR BOND	100,000		100,000	
101-905.00-995.200	INTEREST - VALHALLA PARK 2	6,400		6,400	
101-905.00-995.330	INTEREST - 2013 CAP IMPR BOND	37,620	910	38,530	
Total - Dept 905.00-DEBT SERVICE		177,360	910	178,270	
TOTAL APPROPRIATIONS		8,408,080	391,940	8,800,020	
NET OF REVENUES/APPROPRIATIONS - FUND 101		(1,042,370)	(195,600)	(1,237,970)	
BEGINNING FUND BALANCE		6,283,218		6,283,218	
ENDING FUND BALANCE		5,240,848		5,045,248	

**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 8, 2014

**RE:** Amendment No. 1 to Resolution No. 2013-019 – FY 2014 Water Improvement Fund Budget

---

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2013-019 – FY 2014 Water Improvement Fund Budget.

Changes in revenue include an increase of \$42,500 primarily from an increase in water improvement payback revenues while expenditures are projected to decrease by \$2,700.

As a result, fund balance is projected to increase by \$45,200 from \$277,542 to \$322,742.

**RECOMMENDED MOTION:**

**To adopt Amendment No. 1 to Resolution No. 2013-019 for the FY 2014 Water Improvement Fund Budget.**

DELHI CHARTER TOWNSHIP  
 RESOLUTION NO. 2013-019  
 F.Y. 2014 WATER IMPROVEMENT FUND BUDGET  
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16th, 2014, at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2014 Water Improvement Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2014 Amended Budget
Revenue			
Charges for Services	\$ 12,500	\$ 42,500	\$ 55,000
Interest	50	-	50
Other	7,900	-	7,900
Total Revenue	20,450	42,500	62,950
Expenditures			
Admin & Construction	5,050	(2,700)	2,350
Debt Service	77,640	-	77,640
Total Expenditures	82,690	(2,700)	79,990
Revenues Over (Under) Expenditures	(62,240)	45,200	(17,040)
Fund Balance, Beginning	339,782	-	339,782
Fund Balance, Ending	\$ 277,542		\$ 322,742

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 16th, 2014.

\_\_\_\_\_  
 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN )

)SS

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular Township Board at a regular meeting held on the 16th day of September 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

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EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2014 BUDGET	BUDGET REQUEST #1	2014 AMENDED BUDGET
<b>REVENUES</b>				
225-000.00-608.000	WATER IMPROVEMENT REVENUE	12,500	\$ 42,500	\$ 55,000
225-000.00-664.000	INTEREST	50	-	50
225-000.00-672.020	SPECIAL ASSM PMTS-PRINCIPAL	7,100	-	7,100
225-000.00-672.021	SPECIAL ASSM PAYMENTS-INTEREST	800	-	800
TOTAL REVENUES		20,450	42,500	62,950
<b>EXPENDITURES</b>				
Dept 536.00-ADMINISTRATION & CONSTRUCTION				
225-536.00-801.000	LEGAL FEES	1,500	(1,500)	-
225-536.00-802.000	MEMBERSHIPS,DUES,SUBS	2,350	-	2,350
225-536.00-956.000	MISCELLANEOUS	1,200	(1,200)	-
Totals for dept 536.00-ADMINISTRATION & CONSTRUCTION		5,050	(2,700)	2,350
Dept 905.00-DEBT SERVICE				
225-905.00-991.000	PRINCIPAL	60,780	-	60,780
225-905.00-995.000	INTEREST	16,360	-	16,360
225-905.00-999.000	PAYING AGENT FEES	500	-	500
Totals for dept 905.00-DEBT SERVICE		77,640	-	77,640
TOTAL EXPENDITURES		82,690	(2,700)	79,990
REVENUES OVER (UNDER) EXPENDITURES		(62,240)	45,200	(17,040)
BEGINNING FUND BALANCE		339,782		339,782
ENDING FUND BALANCE		\$ 277,542		\$ 322,742

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 4, 2014

**RE:** Amendment No. 2 to Resolution No. 2013-020 – FY 2014 Sewer Fund Budget

---

Enclosed for your review and approval is Amendment No. 2 to Resolution No. 2013-020 for the FY 2014 Sewer Fund Budget.

Revenues are projected to increase by \$218,860 primarily due to an increase in sewer permits and fees.

Changes in expenditures include a decrease in Administration of \$11,390, an increase in the Department of Public Services of \$333,020 (camera truck increase and pond building refurbishment), a decrease in Capital Improvements of \$282,730 and an increase in bond indebtedness of \$12,980 for a total increase in expenditures of \$51,880.

Altogether fund balance will increase by \$166,980 from \$33,338,724 to \$33,505,704.

**RECOMMENDED MOTION:**

**To adopt Amendment No. 2 to Resolution No. 2013-020 for the Fiscal Year 2014 Sewer Fund Budget.**

DELHI CHARTER TOWNSHIP  
RESOLUTION NO. 2013-020  
F.Y. 2014 SEWER FUND BUDGET  
AMENDMENT NO. 2

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16th, 2014, at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2014 Sewer Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2nd Budget Request	2014 Amended Budget
Revenue				
Licenses and Permits	\$ 86,200.00	\$ -	\$ 263,550.00	\$ 349,750.00
Charges for Services	6,053,740	-	(59,860)	5,993,880
Interest	15,800	-	-	15,800
Other	36,630	-	23,170	59,800
Total Revenue	6,192,370	-	226,860	6,419,230
Expenditures				
Public Works				
Administration	668,630	-	(11,390)	657,240
Public Services	3,460,170	74,510	333,020	3,867,700
Capital Outlay	700,000	-	(282,730)	417,270
General Obligation Debt	1,767,600	-	12,980	1,780,580
Total Expenditures	6,596,400	74,510	51,880	6,722,790
Other Financing Sources (Uses)				
Sale of Fixed Assets	13,000	-	(8,000)	5,000
Total Other Financing Sources (Uses)	13,000	-	(8,000)	5,000
Revenues Over (Under) Expenditures	(391,030)	(74,510)	166,980	(298,560)
Fund Balance, Beginning	33,804,264	-	-	33,804,264
Fund Balance, Ending	\$ 33,413,234	\$ -	\$ -	\$ 33,505,704

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 16th, 2014.

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EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN )

)SS

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Township Board at a regular meeting held on the 16th day of September, 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

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EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2014 AMENDED BUDGET	BUDGET REQUEST #2	2014 AMENDED BUDGET	NOTES
Fund 590 - SEWAGE DISPOSAL SYSTEM					
ESTIMATED REVENUES					
590-000.00-607.000	SEWER USER CHARGES	4,037,040	8,770	4,045,810	
590-000.00-609.000	BASIC SERVICE CHARGE	1,900,700	2,910	1,903,610	
590-000.00-610.000	INDUSTRIAL PRETREATMENT CHARGE	116,000	(71,540)	44,460	More data needed to adjust rates
590-000.00-626.000	SEWER PERMITS/FEES	86,200	263,550	349,750	Increased activity
590-000.00-664.000	INTEREST	3,000		3,000	
590-000.00-664.080	OTHER SPEC ASSM INTEREST	1,700		1,700	
590-000.00-670.000	RENTAL OF FARMLAND	11,100		11,100	
590-000.00-673.000	SALE OF FIXED ASSETS	13,000	(8,000)	5,000	
590-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	22,980	(6,380)	16,600	
590-000.00-694.000	MISCELLANEOUS REVENUE	13,650	10,950	24,600	
590-000.00-699.001	TRANSFER IN	0	18,600	18,600	
Total Revenue		6,205,370	218,860	6,424,230	
Dept 548.00-ADMINISTRATION & OVERHEAD					
590-548.00-705.000	BOARD OF APPEALS-PER DIEM	600		600	
590-548.00-714.000	RETIREE'S BENEFITS	130,820		130,820	
590-548.00-720.000	UNEMPLOYMENT-REIMBURSEMENT	2,000		2,000	
590-548.00-726.000	OFFICE SUPPLIES	750		750	
590-548.00-740.010	COMPUTER EXPENSES	0		0	
590-548.00-801.000	LEGAL FEES	10,000		10,000	
590-548.00-803.000	POSTAGE	33,960		33,960	
590-548.00-807.000	AUDIT FEES	12,850	(3,770)	9,080	
590-548.00-818.000	CONTRACTUAL SERVICES	14,350	500	14,850	
590-548.00-902.000	PUBLISHING/LEGAL NOTICES	1,000		1,000	
590-548.00-910.000	INSURANCE & BONDS	65,850	(8,120)	57,730	
590-548.00-956.000	MISCELLANEOUS	1,000		1,000	
590-548.00-960.000	EDUCATION & TRAINING	1,000		1,000	
590-548.00-999.040	GENERAL FUND COST ALLOCATION	394,450		394,450	
Total - Dept 548.00-ADMINISTRATION & OVERHEAD		668,630	(11,390)	657,240	
Dept 558.00-DEPT OF PUBLIC SERVICE					
590-558.00-703.000	SALARIES	835,290	(51,130)	784,160	Staff vacancies
590-558.00-703.005	PART TIME HELP	94,120		94,120	
590-558.00-703.010	OVERTIME	79,210		79,210	
590-558.00-715.000	SOCIAL SECURITY/MEDICARE	78,620	(4,230)	74,390	
590-558.00-716.000	HEALTH INSURANCE	186,510	(14,000)	172,510	
590-558.00-716.010	DENTAL INSURANCE	21,030	(810)	20,220	
590-558.00-717.000	LIFE INSURANCE	4,260	(210)	4,050	
590-558.00-718.000	PENSION CONTRIBUTION	84,550	(5,310)	79,240	
590-558.00-719.000	DISABILITY INSURANCE	6,350	(310)	6,040	
590-558.00-724.000	WORKERS COMP	20,640	(1,110)	19,530	
590-558.00-726.000	OFFICE SUPPLIES	5,500		5,500	
590-558.00-728.000	CERTIFICATION	1,200		1,200	
590-558.00-730.000	GASOLINE	46,220		46,220	
590-558.00-732.000	FUEL OIL	6,000		6,000	
590-558.00-734.000	UNIFORMS	15,700		15,700	
590-558.00-740.010	COMPUTER EXPENSES	31,000	31,500	62,500	Software upgrades
590-558.00-741.000	OTHER OPERATING EXPENSES	14,600	4,400	19,000	
590-558.00-742.000	LABORATORY SUPPLIES	39,500		39,500	
590-558.00-743.000	TREATMENT CHEMICALS	200,000	(10,000)	190,000	
590-558.00-745.000	OFF-SITE LAB TESTING	32,500	2,000	34,500	
590-558.00-775.003	SAFETY EQUIPMENT AND SUPPLIES	18,500		18,500	
590-558.00-805.000	ENGINEERING SERVICES	40,000	50,000	90,000	General consulting
590-558.00-818.000	CONTRACTUAL SERVICES	4,240		4,240	
590-558.00-818.015	CONTRACTUAL SERV-SAFETY PGM	2,000		2,000	
590-558.00-818.220	SLUDGE HAULING	122,000		122,000	
590-558.00-818.225	SOLID WASTE DISPOSAL	43,050		43,050	
590-558.00-853.000	TELEPHONE/COMMUNICATIONS	25,460	25,000	50,460	Fiber Optics
590-558.00-921.030	UTILITIES - WATER	15,900		15,900	
590-558.00-921.035	UTILITIES - SEWER	2,520		2,520	
590-558.00-921.040	UTILITIES - ELECTRIC	297,060	22,020	319,080	Increased usage
590-558.00-921.045	UTILITIES - GAS	78,510		78,510	
590-558.00-928.000	REGULATORY FEES	13,260	2,450	15,710	

GL NUMBER	DESCRIPTION	2014 AMENDED BUDGET	BUDGET REQUEST #2	2014 AMENDED BUDGET	NOTES
590-558.00-930.000	BUILDING MAINTENANCE & REPAIRS	24,500		24,500	
590-558.00-930.015	REPAIRS & MAINTENANCE - L.S.	45,000	(5,000)	40,000	
590-558.00-930.016	REPAIRS & MAINTENANCE - C.S.	70,000		70,000	
590-558.00-930.020	EQUIPMENT MAIN & REPAIR	94,050		94,050	
590-558.00-930.040	BLDG MAIN & REPAIR-CONTRACTED	100,880	8,200	109,080	
590-558.00-930.050	EQUIPMENT MAIN/REPR-CONTRACTED	90,690	500	91,190	
590-558.00-931.000	VEHICLE REPAIR/MAINTENANCE	11,300		11,300	
590-558.00-956.000	MISCELLANEOUS	5,700	1,200	6,900	
590-558.00-956.005	COMMUNITY OUTREACH PROGRAMS	11,900	1,840	13,740	
590-558.00-960.000	EDUCATION & TRAINING	23,500		23,500	
590-558.00-967.020	TWP PROPERTIES-DRAIN/TAXES/SAD	350		350	
590-558.00-970.000	CAPITAL OUTLAY	421,510	121,020	542,530	Increase in camera truck price, large format printer
590-558.00-981.000	REPLACEMENT FUND ALLOCATION	170,000	155,000	325,000	Incr cost of pond buildings, clarifier refurbishing
Total - Dept 558.00-DEPT OF PUBLIC SERVICE		3,534,680	333,020	3,867,700	
Dept 578.01-CAPITAL IMPROVEMENTS					
590-578.01-805.310	SEWER REHAB PROGRAM-ENGINEE	25,000		25,000	
590-578.01-805.331	LIFT STATION D ENGINEERING	0	35,000	35,000	
590-578.01-805.335	EIFERT RD FORCE MAIN REPL ENGINEERING	50,000	50,000	100,000	
590-578.01-976.310	SEWER REHAB PROGRAM-CONSTR	125,000	(55,000)	70,000	
590-578.01-976.331	LIFT STATION D IMPROVEMENTS	0	187,270	187,270	
590-578.01-976.335	EIFERT RD FORCE MAIN REPL CONSTR	500,000	(500,000)	0	
Total - Dept 578.01-CAPITAL IMPROVEMENTS		700,000	(282,730)	417,270	
Dept 588.01-G.O. BOND INDEBTEDNESS					
590-588.01-956.000	MISCELLANEOUS	0	27,530	27,530	Refunding Bond fees
590-588.01-991.000	PRINCIPAL	1,263,400	0	1,263,400	
590-588.01-995.000	INTEREST	502,700	(14,550)	488,150	
590-588.01-999.000	PAYING AGENT FEES	1,500	0	1,500	
Total - Dept 588.01-G.O. BOND INDEBTEDNESS		1,767,600	12,980	1,780,580	
TOTAL APPROPRIATIONS		6,670,910	51,880	6,722,790	
NET OF REVENUES/APPROPRIATIONS - FUND 590		(465,540)	166,980	(298,560)	
BEGINNING FUND BALANCE		33,804,264		33,804,264	
ENDING FUND BALANCE		33,338,724		33,505,704	

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 8, 2014

**RE:** Amendment No. 1 to Resolution No. 2013-021 – FY 2014 Fire Equipment, Training and Apparatus Fund Budget

---

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2013-021 for the FY 2014 Fire Equipment, Training and Apparatus Fund Budget.

Revenues are expected to increase by \$60,870 due to an insurance reimbursement for a vehicle accident repair while expenditures likewise increased by \$56,000 primarily due to the same vehicle accident repair.

The net result of these changes will be an increase in fund balance of \$4,870 changing the ending fund balance from \$198,313 to \$203,183.

**RECOMMENDED MOTION:**

**To adopt Amendment No. 1 to Resolution No. 2013-021 for the Fiscal Year 2014 Fire Equipment, Training and Apparatus Fund Budget.**

DELHI CHARTER TOWNSHIP  
 RESOLUTION NO. 2013-021  
 F.Y. 2014 FETA FUND BUDGET  
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16th, 2014, at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2014 FETA Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2014 Amended Budget
Taxes	\$ 337,050	\$ (400)	\$ 336,650
Other Revenue	-	66,770	66,770
Interest	100	-	100
Revenue	<u>337,150</u>	<u>66,370</u>	<u>403,520</u>
Expenditures			
Public Safety	258,180	86,000	344,180
Capital Outlay	115,000	(30,000)	85,000
Total Expenditures	<u>373,180</u>	<u>56,000</u>	<u>429,180</u>
Other Financing Sources (Uses)			
Sale of Capital Assets	7,500	(5,500)	2,000
Revenues Over (Under) Expenditures	(28,530)	10,370	(23,660)
Fund Balance, Beginning	226,843	-	226,843
Fund Balance, Ending	<u>\$ 198,313</u>	<u>\$ -</u>	<u>\$ 203,183</u>

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 16th, 2014.

\_\_\_\_\_  
 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN )

)SS

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 16th day of September, 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

\_\_\_\_\_  
 EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2014 BUDGET	BUDGET 2014 AMENDED REQUEST #1	BUDGET	NOTES
Fund 211 - FIRE EQUIP. & APPARATUS FUND					
ESTIMATED REVENUES					
211-000.00-403.000	CUR REAL & PERS PROP TAX	333,100		333,100	
211-000.00-404.000	IFT/CFT & SERVICE FEES	3,200	(400)	2,800	
211-000.00-445.000	DELQ TAX	700		700	
211-000.00-445.005	DELINQUENT INTEREST & PENALTY	50		50	
211-000.00-664.000	INTEREST	100		100	
211-000.00-673.000	SALE OF FIXED ASSETS	7,500	(5,500)	2,000	
211-000.00-870.000	REFUNDS/REBATES/REIMB	0	66,770	66,770	Insurance reimb for vehicle repair
Total Revenue		344,650	60,870	405,520	
Dept 339.00-EQUIPMENT & APPARATUS					
211-339.00-734.001	FIRE TURNOUT GEAR MAINT-REPAIR	7,000		7,000	
211-339.00-734.002	FIREFIGHTING TURNOUT GEAR	10,500		10,500	
211-339.00-755.000	FIRE FIGHTING EQUIP & SUPPLIES	11,000	(1,000)	10,000	
211-339.00-851.000	RADIO REPAIR & MAINTENANCE	14,560		14,560	
211-339.00-930.020	EQUIPMENT MAIN & REPAIR	13,000		13,000	
211-339.00-931.000	VEHICLE REPAIR/MAINTENANCE	29,850	86,550	116,400	Major repair due to accident
211-339.00-955.000	TRAINING REIMB TO FIRE FUND	141,270	450	141,720	
211-339.00-956.000	MISCELLANEOUS	5,000		5,000	
211-339.00-960.000	EDUCATION & TRAINING	26,000		26,000	
211-339.00-970.000	CAPITAL OUTLAY	20,000		20,000	
211-339.00-981.030	VEHICLES-UTILITY/PICKUPS ETC.	95,000	(30,000)	65,000	Delay of vehicle purchase
Total - Dept 339.00-EQUIPMENT & APPARATUS		373,180	56,000	429,180	
NET OF REVENUES/APPROPRIATIONS - FUND 211		(28,530)	4,870	(23,660)	
BEGINNING FUND BALANCE		226,843		226,843	
ENDING FUND BALANCE		198,313		203,183	

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 8, 2014

**RE:** Amendment No. 1 to Resolution No. 2013-022 – FY 2014 Fire Fund Budget

---

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2013-022 for the FY 2014 Fire Fund Budget.

Revenues are projected to increase by \$45,740 primarily due the SAFER Grant received while expenditures are also expected to increase a total of \$5,500.

In order to maintain a fund balance of \$29,105, a reduction in the transfer from the General Fund to the Fire Fund of \$40,240 is needed.

**Recommended Motion:**

**To adopt Amendment No. 1 to Resolution No. 2013-022 for the FY 2014 Fire Fund Budget.**

DELHI CHARTER TOWNSHIP  
 RESOLUTION NO. 2013-022  
 F.Y. 2014 FIRE FUND BUDGET  
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16th, 2014, at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2014 Fire Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2014 Amended Budget
TAXES	\$ 1,014,700	\$ 10,990	\$ 1,025,690
GRANTS AND REVENUE SHARING	65,000	35,000	100,000
OTHER REVENUE	158,520	(250)	158,270
Revenue	1,238,220	45,740	1,283,960
Expenditures			
Public Safety	1,971,860	5,500	1,977,360
Total Expenditures	1,971,860	5,500	1,977,360
Other Financing Sources			
Transfer In from General Fund	733,640	(40,240)	693,400
Total Other Financing Sources (Uses)	733,640	(40,240)	693,400
Revenues Over (Under) Expenditures	-	-	-
Fund Balance, Beginning	29,105		29,105
Fund Balance, Ending	\$ 29,105		\$ 29,105

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 16th, 2014.

\_\_\_\_\_  
 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN )

)SS

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular Township Board at a regular meeting held on the 16th day of September, 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

---

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2014 BUDGET	BUDGET REQUEST #1	2014 AMENDED BUDGET	NOTES
Fund 206 - FIRE FUND					
ESTIMATED REVENUES					
206-000.00-403.000	CUR REAL & PERS PROP TAX	1,003,000	12,150	1,015,150	
206-000.00-404.000	IFT/CFT & SERVICE FEES	9,600	(1,160)	8,440	
206-000.00-445.000	DELQ TAX	2,000		2,000	
206-000.00-445.005	DELINQUENT INTEREST & PENALTY	100		100	
206-000.00-505.000	FEDERAL GRANT	65,000	35,000	100,000	
206-000.00-675.030	DONATIONS FOR FIRE DEPT.	250	(250)	0	
206-000.00-686.000	TRAINING REIMB FROM FETA FUND	141,270		141,270	
206-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	17,000		17,000	
206-000.00-699.150	TRANSFER IN FROM GENERAL FUND	733,640	(40,240)	693,400	
Total Revenues		1,971,860	5,500	1,977,360	
Dept 336.00-FIRE DEPARTMENT					
206-336.00-703.000	SALARIES	821,880	(2,220)	819,660	
206-336.00-703.005	PART TIME HELP	78,330	16,090	94,420	
206-336.00-703.010	OVERTIME	116,270	(2,190)	114,080	
206-336.00-703.011	HOLIDAY PAY	21,600		21,600	
206-336.00-703.019	SALARIES-SAFER GRANT	53,150	450	53,600	
206-336.00-705.000	BOARD OF APPEALS-PER DIEM	500		500	
206-336.00-709.000	VOLUNTEER FIREMENS SALARIES	105,100	22,800	127,900	
206-336.00-709.019	VOLUNTEER FF-SAFER GRANT	46,620		46,620	
206-336.00-714.000	RETIREE'S BENEFITS	67,200	3,850	71,050	
206-336.00-715.000	SOCIAL SECURITY/MEDICARE	97,020	3,180	100,200	
206-336.00-716.000	HEALTH INSURANCE	173,190	(25,190)	148,000	
206-336.00-716.010	DENTAL INSURANCE	14,350	3,750	18,100	
206-336.00-716.019	HEALTH INSURANCE-SAFER GRANT	16,420	(870)	15,550	
206-336.00-716.119	DENTAL INSURANCE-SAFER GRANT	1,620	(650)	970	
206-336.00-717.000	LIFE INSURANCE	4,180		4,180	
206-336.00-717.019	LIFE INSURANCE-SAFER GRANT	270		270	
206-336.00-718.000	PENSION CONTRIBUTION	81,720	250	81,970	
206-336.00-718.019	PENSION CONTRIBUTION-SAFER GRANT	5,320	40	5,360	
206-336.00-719.000	DISABILITY INSURANCE	6,210	20	6,230	
206-336.00-719.019	DISABILITY INSURANCE-SAFER GRANT	410		410	
206-336.00-720.000	UNEMPLOYMENT-REIMBURSEMENT	800		800	
206-336.00-724.000	WORKERS COMP INSUR	24,370	3,730	28,100	
206-336.00-724.019	WORKER COMP-SAFER GRANT	1,080	160	1,240	
206-336.00-725.000	CLOTHING/CLEANING ALLOWANCE	6,200	100	6,300	
206-336.00-726.000	OFFICE SUPPLIES	2,700		2,700	
206-336.00-730.000	GASOLINE	27,000		27,000	
206-336.00-734.000	UNIFORMS	6,000		6,000	
206-336.00-760.000	MEDICAL SUPPLIES	22,500		22,500	
206-336.00-801.000	LEGAL FEES	1,000	9,000	10,000	
206-336.00-802.000	MEMBERSHIPS,DUES,SUBS	4,250		4,250	
206-336.00-804.000	PHYSICALS	10,500		10,500	
206-336.00-807.000	AUDIT FEES	1,500		1,500	
206-336.00-818.000	CONTRACTUAL SERVICES	31,830	(17,550)	14,280	Lower fire inspec costs
206-336.00-853.000	TELEPHONE/COMMUNICATIONS	5,800		5,800	
206-336.00-884.019	ADVERTISING-SAFER GRANT	4,000		4,000	
206-336.00-910.000	INSURANCE & BONDS	57,280	(10,730)	46,550	
206-336.00-921.030	UTILITIES - WATER	420	180	600	
206-336.00-921.035	UTILITIES - SEWER	400	300	700	
206-336.00-921.040	UTILITIES - ELECTRIC	1,370		1,370	
206-336.00-921.045	UTILITIES - GAS	2,500	1,000	3,500	
206-336.00-930.000	BLDG & GRDS MAINT & REPAIRS	7,500		7,500	
206-336.00-956.000	MISCELLANEOUS	7,000		7,000	
206-336.00-960.000	EDUCATION & TRAINING	7,500		7,500	
206-336.00-960.001	FIRE PREVENTION	5,000		5,000	
206-336.00-960.019	EDUCATION & TRAINING-SAFER GRANT	22,000		22,000	
Total Expenditures		1,971,860	5,500	1,977,360	
NET OF REVENUES/EXPENDITURES - FUND 206					
		0	0	0	
BEGINNING FUND BALANCE					
		29,105		29,105	
ENDING FUND BALANCE					
		29,105		29,105	

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 5, 2014

**RE:** Amendment No. 3 to Resolution No. 2013-024 – FY 2014  
Downtown Development Authority Budget

---

Enclosed for your review and approval is Amendment No. 3 to Resolution No. 2013-024 for the FY 2014 Downtown Development Authority Budget.

Revenues are expected to decrease by \$9,450 primarily due to a decrease in IFT capture.

Changes in expenditures include an increase in Administration of \$2,810, an increase in DDA Marketing of \$3,000, and increase in the Rehabilitation Rebate Program of \$28,000 (project delayed from 2013), an increase in Other Functions of \$26,700 (tax adjustments) and an increase in Capital Outlay of \$10,000 (mobile kitchen at Farmer's Market) for a total increase in expenditures of \$70,510.

Altogether fund balance will decrease by \$79,960 from \$1,482,723 to \$1,402,763.

**Recommended Motion:**

**To adopt Amendment No. 3 to Resolution No. 2013-024 for the FY 2014 Downtown Development Authority Budget.**

DELHI CHARTER TOWNSHIP  
 RESOLUTION NO. 2013-024  
 F.Y. 2014 DOWNTOWN DEVELOPMENT AUTHORITY FUND BUDGET  
 AMENDMENT NO. 3

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16th, 2014 at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2013 DDA Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2nd Budget Request	3rd Budget Request	2014 Amended Budget
Taxes	\$ 2,219,340	\$ -	\$ -	\$ (16,560)	\$ 2,202,780
Grants	1,650	-	-	5,050	6,700
Interest and rentals	25,000	-	-	3,100	28,100
Other	9,300	-	-	(1,040)	8,260
Revenue	2,255,290	-	-	(9,450)	2,245,840
<b>Expenditures</b>					
Community and Economic Development					
Administration	103,530	-	-	2,810	106,340
Marketing & Promotion	120,420	-	-	3,000	123,420
CRRP Program	-	-	-	28,000	28,000
Other Functions	73,890	-	137,620	26,700	238,210
Infrastructure Projects	50,000	-	-	-	50,000
Capital Outlay	94,740	(24,740)	-	10,000	80,000
Debt Service	271,780	28,190	(137,620)	-	162,350
Total Expenditures	714,360	3,450	-	70,510	788,320
<b>Other Financing Sources (Uses)</b>					
Sale of Assets	-	-	-	-	-
Transfer to DDA Debt Service Funds	(1,292,810)	-	-	-	(1,292,810)
Total Other Financing Sources (Uses)	(1,292,810)	-	-	-	(1,292,810)
Revenues Over (Under) Expenditures	248,120	(3,450)	-	(79,960)	164,710
Fund Balance, Beginning	1,238,053				1,238,053
Fund Balance, Ending	\$ 1,486,173				\$ 1,402,763

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 16th, 2014.

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EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN )

)SS

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 16th day of September, 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_  
day of September, 2014.

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EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	AMENDED 2014 BUDGET	BUDGET REQUEST #3	AMENDED 2014 BUDGET	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
ESTIMATED REVENUES					
248-000.00-403.005	CURRENT PROPERTY TAXES-AD VAL.	2,145,980		2,145,980	
248-000.00-404.005	IFT/CFI CAPTURED TAX REVENUE	61,560	(12,560)	49,000	
248-000.00-445.000	DELQ TAX	11,000	(4,000)	7,000	
248-000.00-445.005	DELINQUENT INTEREST & PENALTY	800		800	
248-000.00-570.000	STATE GRANTS-MISCELLANEOUS	1,650	5,050	6,700	
248-000.00-664.000	INTEREST	4,000	(400)	3,600	
248-000.00-669.020	COMMUNICATION TOWER LEASE FEE	17,500		17,500	
248-000.00-670.010	RENT-FARMERS MARKET	3,500	3,500	7,000	
248-000.00-672.040	GREASE LOAN	4,500	(1,340)	3,160	
248-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	4,800	(3,800)	1,000	
248-000.00-694.000	MISCELLANEOUS REVENUE	0	4,100	4,100	
Total Revenue		2,255,290	(9,450)	2,245,840	
Dept 728.00-DDA ADMINISTRATION					
248-728.00-703.005	PART TIME HELP	69,210	1,260	70,470	
248-728.00-715.000	SOCIAL SECURITY/MEDICARE	1,010		1,010	
248-728.00-718.000	PENSION CONTRIBUTION	2,080	50	2,130	
248-728.00-723.000	AUTOMOBILE EXPENSE ALLOWANCE	400		400	
248-728.00-724.000	WORKERS COMP	290		290	
248-728.00-726.000	OFFICE SUPPLIES	1,200		1,200	
248-728.00-801.000	LEGAL FEES	15,000		15,000	
248-728.00-802.005	DUES AND SUBSCRIPTIONS	1,090	500	1,590	
248-728.00-803.000	POSTAGE	250		250	
248-728.00-807.000	AUDIT FEES	2,100		2,100	
248-728.00-818.000	CONTRACTUAL SERVICES	2,000	1,000	3,000	
248-728.00-853.000	TELEPHONE/COMMUNICATIONS	2,500		2,500	
248-728.00-870.000	MILEAGE	300		300	
248-728.00-902.005	PRINTING AND PUBLISHING	300		300	
248-728.00-910.000	INSURANCE & BONDS	3,800		3,800	
248-728.00-956.000	MISCELLANEOUS	1,000		1,000	
248-728.00-960.000	EDUCATION & TRAINING	1,000		1,000	
Total - Dept 728.00-DDA ADMINISTRATION		103,530	2,810	106,340	
Dept 729.00-DDA MARKETING & PROMOTION					
248-729.00-703.005	PART TIME HELP	23,500		23,500	
248-729.00-715.000	SOCIAL SECURITY/MEDICARE	1,810		1,810	
248-729.00-724.000	WORKERS COMP INSUR	110		110	
248-729.00-884.000	DDA ADVERTISING	68,500	2,500	71,000	
248-729.00-888.000	FARMERS MARKET	13,000		13,000	
248-729.00-888.002	DOUBLE UP BUCKS	1,500	500	2,000	
248-729.00-956.000	MISCELLANEOUS	12,000		12,000	
Total - Dept 729.00-DDA MARKETING & PROMOTION		120,420	3,000	123,420	
Dept 730.00-COMM REHABILITATION REBATE PGM					
248-730.00-952.000	UNDESIGNATED CRRP PROGRAMS	0	28,000	28,000	2013 project delayed by weather
Total - Dept 730.00-COMM REHABILITATION REBATE PGM		0	28,000	28,000	
Dept 731.00-DDA INFRASTRUCTURE PROJECTS					
248-731.00-933.000	STREETSCAPE REPR & MAINTENANCE	25,000		25,000	
248-731.00-956.000	MISCELLANEOUS	5,000		5,000	
248-731.00-974.010	NON-MOTORIZED PATHWAYS	20,000		20,000	
Total - Dept 731.00-DDA INFRASTRUCTURE PROJECTS		50,000	0	50,000	
Dept 850.00-OTHER FUNCTIONS					
248-850.00-818.000	CONTRACTUAL SERVICES	18,780	(1,550)	17,230	
248-850.00-853.000	TELEPHONE/COMMUNICATIONS	100	(100)	0	
248-850.00-921.030	UTILITIES - WATER	1,890	0	1,890	
248-850.00-921.035	UTILITIES - SEWER	960	1,110	2,070	
248-850.00-921.040	UTILITIES - ELECTRIC	30,050	700	30,750	
248-850.00-921.045	UTILITIES - GAS	4,110	1,900	6,010	
248-850.00-930.000	BUILDING MAINTENANCE & REPAIRS	4,000	0	4,000	
248-850.00-964.000	TAX ADJUSTMENTS TO COUNTY/TWP	10,000	11,640	21,640	
248-850.00-967.025	DDA PROPERTIES-DRAIN/TAXES/SAD	4,000	12,090	16,090	
248-850.00-999.105	TRANSF OUT-GF LOAN PAYMENT	137,620	910	138,530	
Total - Dept 850.00-OTHER FUNCTIONS		211,510	26,700	238,210	

GL NUMBER	DESCRIPTION	AMENDED 2014 BUDGET	BUDGET REQUEST #3	AMENDED 2014 BUDGET	
Dept 903.00-CAPITAL OUTLAY-DDA					
248-903.00-971.000	CAPITAL OUTLAY-LAND	0	0	0	
248-903.00-971.010	LAND HELD FOR RESALE	50,000	0	50,000	
248-903.00-971.134	FARMERS MARKET-2150 CEDAR	20,000	10,000	30,000	Mobile kitchen final exp
Total - Dept 903.00-CAPITAL OUTLAY-DDA		70,000	10,000	80,000	
Dept 905.00-DEBT SERVICE					
248-905.00-991.300	PRINCIPAL PAYMT-2003 DDA BONDS	70,000		70,000	
248-905.00-991.320	PRINC PAYMENT-2040 CEDAR LAND	39,860		39,860	
248-905.00-991.330	PRINC PYMT-2013 DDA BONDS	0		0	
248-905.00-991.340	PRINC PYMT-2052 CEDAR	25,000		25,000	
248-905.00-995.300	INTEREST PAYMT-2003 DDA BONDS	16,660		16,660	
248-905.00-995.320	INTEREST PYMT-2040 CEDAR LAND	7,040		7,040	
248-905.00-995.330	INTER PYMT-2013 DDA BONDS	0		0	
248-905.00-995.340	INTER PYMT-2052 CEDAR	3,190		3,190	
248-905.00-999.000	PAYING AGENT FEES	600		600	
248-905.00-999.220	TRANSFER OUT-392 2008 DDA BONDS	762,050		762,050	
248-905.00-999.230	TRANSFER OUT-393 2010 DDA REF BOND	530,760		530,760	
Total - Dept 905.00-DEBT SERVICE		1,455,160	0	1,455,160	
TOTAL APPROPRIATIONS		2,010,620	70,510	2,081,130	
NET OF REVENUES/APPROPRIATIONS - FUND 248		244,670	(79,960)	164,710	
BEGINNING FUND BALANCE		1,238,053		1,238,053	
ENDING FUND BALANCE		1,482,723	(79,960)	1,402,763	

**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** September 5, 2014

**RE:** Amendment No. 2 to Resolution No. 2013-025 – FY 2014  
Brownfield Redevelopment Authority Fund Budget

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Enclosed for your review and approval is Amendment No. 2 to Resolution No. 2013-025 - FY 2014 Brownfield Redevelopment Authority Fund Budget.

Revenues in the Brownfield Authority Fund are projected to increase by \$1,400 while expenses are also projected to increase by \$109,000 due to the local site remediation of the 2022 and 2052 Cedar Street properties.

Altogether fund balance will decrease by \$107,600 from \$256,323 to \$148,723.

**RECOMMENDED MOTION:**

**To adopt Amendment No. 2 to Resolution No. 2013-025 for the Fiscal Year 2014 Brownfield Redevelopment Authority Fund Budget.**

DELHI CHARTER TOWNSHIP  
 RESOLUTION NO. 2013-025  
 F.Y. 2014 BROWNFIELD REDEVELOPMENT AUTHORITY BUDGET  
 AMENDMENT NO. 2

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 16, 2014, at 7:30 p.m., the following motion was offered by \_\_\_\_\_ to amend the Fiscal Year 2014 Local Site Remediation Fund Budget as follows:

Present:

Absent:

	2014 Adopted Budget	1st Budget Request	2nd Budget Request	2014 Amended Budget
<b>Local Site Remedition Fund</b>				
<b>Revenue</b>				
Taxes	\$ 179,000		\$ 1,400	\$ 180,400
<b>Total Revenue</b>	<b>179,000</b>	-	<b>1,400</b>	<b>180,400</b>
<b>Expenditures</b>				
<b>Community and Economic Development</b>				
Administration	5,250	5,000	10,000	20,250
Remediation	-	81,000	99,000	180,000
<b>Total Expenditures</b>	<b>5,250</b>	<b>86,000</b>	<b>109,000</b>	<b>200,250</b>
<b>Revenues Over (Under) Expenditures</b>	<b>173,750</b>	<b>(86,000)</b>	<b>(107,600)</b>	<b>(19,850)</b>
<b>Expected Fund Balance, Beginning</b>	<b>168,573</b>			<b>168,573</b>
<b>Fund Balance, Ending</b>	<b>\$ 342,323</b>			<b>\$ 148,723</b>

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 16th, 2014.

\_\_\_\_\_  
 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN )

)SS

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular Township Board at a regular meeting held on the 16th day of September, 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of September, 2014.

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EVAN HOPE, TOWNSHIP CLERK

**LSR Fund**

GL NUMBER	DESCRIPTION	2014 BUDGET	BUDGET REQUEST #1	BUDGET REQUEST #2	2014 AMENDED BUDGET	
<b>REVENUES</b>						
643-000.00-403.005	CURRENT PROP TAXES-AD VAL.	179,000	0	1,400	180,400	
Total Revenue		179,000	0	1,400	180,400	
<b>EXPENDITURES</b>						
Dept 735.00-LOCAL SITE REMEDIATION						
643-735.00-801.000	LEGAL FEES	5,000	5,000	10,000	20,000	
643-735.00-807.000	AUDIT FEES	200	0	0	200	
643-735.00-818.000	CONTRACTUAL SERVICES	0	61,000	69,000	130,000	2022Cedar & 2052 Cedar
643-735.00-902.000	PUBLISHING/LEGAL NOTICES	50	0	0	50	
643-735.00-935.001	SITE REMEDIATION	0	20,000	30,000	50,000	2052 Cedar
Total - Dept 735.00-LOCAL SITE REMEDIATION		5,250	86,000	109,000	200,250	
TOTAL EXPENDITURES		5,250			200,250	
REVENUES OVER (UNDER) EXPENDITURES		173,750	(86,000)	(107,600)	(19,850)	
BEGINNING FUND BALANCE		168,573			168,573	
ENDING FUND BALANCE		342,323			148,723	