

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 18, 2014**

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The members of the Delhi Charter Township Committee of the Whole met on Tuesday, November 18, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 6:30 p.m.

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

Members Absent: Trustees Jon Harmon, Megan Ketchum

**BUSINESS**

**INTERAGENCY CASH TRANSFER AGREEMENT BETWEEN DELHI CHARTER TOWNSHIP AND MICHIGAN REHABILITATION SERVICES**

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The Board reviewed a memorandum dated November 7, 2014 from Twp. Mgr. Elsinga (ATTACHMENT I).

Mark Pierce, Executive Director, Capital Area Center for Independent Living, and Roy Del Valle, Site Manager, Michigan Rehabilitation Services, gave an overview on the Interagency Cash Transfer Agreement between the Township and Michigan Rehabilitation Services. It was stated that this service has served over 200 Delhi Township residents this past year.

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

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

**FIRE DEPARTMENT – OCTOBER ACTIVITY REPORT**

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The Board reviewed the October Fire Department Activity Report (ATTACHMENT III).

Brian Ball, Fire Chief, stated that the Fire Department recently assisted the State Police in their arson exam. Chief Ball further stated that there is a rotation of arson investigators within the six area fire departments so there will always be an arson investigator on duty.

Chief Ball stated that the Fire Department has trained Lansing's Fire Department on the Metro Fire Operations manual which is a standard operating procedure for fire response and command that is being used by Delhi Township, Delta Township and the City of Lansing with the anticipation of East Lansing and Meridian Township soon to follow.

Chief Ball stated that he spoke at a press conference in reference to receiving the Competitive Grant Assistance Program Grant for the Blue Card Command and the Active Violence Initiative.

**SUBJECT TO APPROVAL**

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 18, 2014**

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**COMMUNITY DEVELOPMENT DEPARTMENT – OCTOBER ACTIVITY REPORT**

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The Board reviewed the October Community Development Department Activity Report (ATTACHMENT IV).

**PUBLIC COMMENT** – Mike Hamilton, 4541 Sycamore Street, commented on the Fire Department mutual aid agreements and the closing of the Collins Road Post Office in Lansing.

**ADJOURNMENT**

Meeting adjourned at 6:48 p.m.

Date: December 2, 2014

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Evan Hope, Township Clerk

Date: December 2, 2014

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C.J. Davis, Supervisor

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**SUBJECT TO APPROVAL**

**DELHI CHARTER TOWNSHIP****MEMORANDUM**

**TO:** Delhi Township Board Members

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

**DATE:** November 7, 2014

**RE:** Interagency Cash Transfer Agreement between Delhi Township and Michigan Rehabilitation Services

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Enclosed for your review and approval is an "Interagency Cash Transfer Agreement" between Delhi Township and Michigan Rehabilitation Services (MRS) for the fiscal year 2014-2015. This Agreement mirrors the ones approved by the Board for the 2013 and 2014 State of Michigan fiscal years.

The purpose of this Agreement is to enable the Township to provide MRS non-federal share monies (\$15,600) as a match for MRS to receive federal funding (\$42,178). Together these funds (\$57,778) support a cooperative relationship between MRS and the Township to improve vocational rehabilitation services to persons with disabilities with the ultimate goal of achieving successful employment. This program will also ensure the provisions of independent living services are available to MRS customers if needed.

The primary role of Delhi Township is to act as the fiduciary agent and transfer only those funds received (\$15,600) from the Capital Area Center for Independent Living (CACIL) to ensure MRS receives their federal funding support. No other source of Township funds can be used for the purposes of this Agreement.

**Recommended Motion:**

**To approve the Interagency Cash Transfer Agreement between Delhi Charter Township and Michigan Rehabilitation Services and authorize the Township Manager to execute the Agreement on behalf of the Township.**

## INTERAGENCY CASH TRANSFER AGREEMENT

This Agreement is entered into between the designated State unit and the state or local public agency named below:	
DESIGNATED STATE UNIT NAME: <b>Michigan Rehabilitation Services (MRS)</b>	
STATE OR LOCAL PUBLIC AGENCY NAME: <b>Delhi Charter Township</b>	
AGREEMENT TYPE: New: <input type="checkbox"/> Continuation: <input checked="" type="checkbox"/>	
AGREEMENT BEGIN AND END DATE: <b>October 01, 2014 to September 30, 2015</b>	FISCAL YEAR APPROPRIATE TO THIS DOCUMENT: <b>2015</b>
GRAND TOTAL OF THIS AGREEMENT: <b>57,778</b>	AGREEMENT TITLE: <b>Delhi Charter Township</b>

This Interagency Cash Transfer Agreement (Agreement) is created and agreed to by MRS and the state or local public agency designated above (Parties) to enhance and improve the provision of vocational rehabilitation services to individuals who meet the following MRS eligibility criteria, as set forth in 34 CFR 361.42(a)(1):

- (i) A determination by qualified personnel (employed by the designated State unit) that the applicant has a physical or mental impairment.
- (ii) A determination by qualified personnel (employed by the designated State unit) that the applicant's physical or mental impairment constitutes or results in a substantial impediment to employment for the applicant.
- (iii) A determination by a qualified vocational rehabilitation counselor employed by the designated State unit that the applicant requires vocational rehabilitation services to prepare for, secure, retain, or regain employment consistent with the applicant's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.
- (iv) A presumption, in accordance with paragraph (a)(2) of this section, that the applicant can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.

The provision of vocational rehabilitation services through this Agreement must be consistent with the MRS FY 2015 State Plan, including but not limited to implementation of an Order of Selection for Services (OSS) [34 CFR 361.36(d)(1)]. The requirements

specified in the MRS State Plan on file with the United States Department of Education, Rehabilitation Services Administration will apply to all funds associated with this Agreement.

## **I. Purpose of this Agreement**

The purpose of this Agreement is to set forth the terms and conditions under which the above referenced state or local public agency will provide non-Federal share as an allowable source of match as referenced in the Education Department General Administrative Regulations (EDGAR) provision at 34 CFR 80.24(a)(1).

## **II. Description of the Program**

### **A. Purpose of the Program**

#### **1. Purpose Statement**

The purpose of this program is to support a cooperative relationship between MRS and Delhi Charter Township to increase and improve vocational rehabilitation services to persons with disabilities.

This program results in the provision of a full range of vocational rehabilitation services to customers with disabilities as applicable. It is the goal of this program that eligible individuals achieve successful employment outcomes.

#### **2. Target Population**

This program targets the general population with disabilities. Services will not be extended to or include non-MRS customers.

#### **3. Target Geographic Area**

Delhi Charter Township, Clinton, Eaton, Ingham and Shiawassee Counties.

#### **4. Outcome Goals**

Based on MRS Service categories, the parties have mutually agreed on the following outcome goals:

- Total number of participants to be served – 36
- Applications – 24
- Closed successful – 12

### **B. Scope of Vocational Rehabilitation Services to be Provided Under the Program**

#### **1. Description of Services**

MRS may provide, arrange or purchase vocational rehabilitation services necessary for determining eligibility, priority for service, and vocational rehabilitation needs.

MRS may provide, arrange or purchase those vocational rehabilitation services related to an Individualized Plan for Employment necessary to assist the individual in preparing for, securing, retaining, or regaining an employment outcome in an integrated setting that is consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

Additionally, the Parties have identified the following VR service(s) as integral to achieving the program outcome goals: This program will also ensure the provision of independent living services are available to MRS customers if needed and identified in an Individual Plan for Employment.

## C. Role of Each Participating Agency in the Provision of Services

### 1. Role of MRS

Rosanne Renauer, District Manager will serve as the primary administrative contact for MRS.

To achieve the outcome goals for this program:

- a. MRS staff will be responsible for assigning professional staff, as required, to accomplish the goals and administration of the agreement.
- b. Applicable work flow processes include: The primary role of MRS is to act as the program manager in the delivery of vocational rehabilitation services to customers with disabilities.
- c.  Training is not anticipated  
 Training will be provided in the following area(s): NA

### 2. Role of state or local public agency

John Elsinga, Delhi Charter Township Manager will serve as the primary administrative contact for the state or local public agency.

To achieve the outcome goals for this program:

- a. State or local public agency staff will be responsible for assigning professional staff, as required, to accomplish the goals and administration of the agreement.
- b. Applicable work flow processes include: Delhi Charter Township may refer individuals with a perceived disability for determination of eligibility, priority for service and vocational rehabilitation.

The Charter Township of Delhi is to act as the fiduciary agent and transfer state or local funds in accordance with the terms of this interagency cash transfer agreement. The Charter Township of Delhi shall only be responsible for transferring non-federal funds that are

designated for this purpose and in accordance with this agreement. This Agreement shall be contingent on the availability of funds.

The Charter Township of Delhi shall have no duties, responsibilities or obligations under this Agreement except as clearly and expressly described in this Agreement.

The Charter Township of Delhi shall not be answerable or liable for other than its gross negligence or willful misconduct.

The Charter Township of Delhi shall be protected in acting upon any paper or document believed by it to be genuine and to have been signed by the proper person or persons and shall not be held to have notice of any change of authority of any person, until receipt of written notice thereof from MRS.

The Charter Township of Delhi shall not be under any obligation to prosecute any action or suit in any way related to this Agreement which, in its sole judgment, may involve it in expense or liability.

The Charter Township of Delhi shall not be responsible for any failure or delay in the performance of its obligations under this Agreement arising out of, or caused, directly or indirectly, by circumstances beyond its reasonable control.

- c.  Training is not anticipated  
 Training will be provided in the following area(s): NA

#### D. Quality Assurance Activities

##### 1. Data Sharing & Reporting Plan

At a minimum, the Parties have agreed to exchange the following data set(s): The MRS Lansing District Office Manager or representative will provide information to Delhi Charter Township, as requested and required, on an annual basis. This data consists of the number of individuals served, expenditures, services provided, and outcome status.

The primary administrative contacts or their designees will complete this activity  
 Monthly  Quarterly  Biannually  Other: Annually

##### 2. Progress Monitoring

The primary administrative contacts or their designees agree to meet  
 Monthly  Quarterly  Biannually  Other: Throughout the year to review progress toward outcome goals, resolve issues, and ensure the continuity of all Agreement components. The Lansing District Office manager or representative is responsible for progress monitoring throughout the year and reviews applicable data including expenditures and service provision on a quarterly basis to assure progress. Joint planning occurs informally throughout

the year and formally on an annual basis. The formal planning session is expected to identify any changes needed.

Progress measures are identified in sections II(A)(4) and/or II(D)(1).

### 3. Program Evaluation

At a minimum, the Parties agree to an annual review of the programs overall impact and outcomes. The primary administrative contacts will complete this activity.

Program evaluation success indicators and measures are identified in sections II(A)(4) and/or II(D)(1). The Parties have agreed to the following additional success indicators: NA

### E. Share of Cost to be Assumed by Each Agency

Agency	Share Type	Share %	Amount
State or Local Public Agency	Non-Federal	27	\$15,600
MRS	Federal	73	\$42,178
Agreement Grand Total	Combined	100	\$57,778

### III. Funding Qualifications

Non-Federal share provided under this Agreement will not originate from any other Federal grant or count towards satisfying a matching or cost sharing requirement of another Federal grant agreement, contract, or any other award of Federal funds. Program income generated or earned as a result of this Agreement cannot count toward satisfying a Federal match or cost sharing requirement.

Program expenditures under this Agreement will be under the control of MRS. All services provided under this Agreement are only available to MRS applicants and eligible individuals.

The entire non-Federal share will be obligated first during the fiscal year in which this Agreement pertains. Any funds remaining after the date identified in the box below may be redirected to the statewide MRS general fund and spent at the discretion of MRS.

**Date after which funds may be redirected:** August 01, 2015

In the event Federal share is unavailable or unsecured, this Agreement would be deemed null and void.

### IV. Payment Terms and Conditions

**A. Terms of Payment**

The state or local public agency agrees to make payment of the non-Federal share based on the schedule below.

This Agreement increases or expands the scope of VR services available to individuals with disabilities. A waiver has been granted by the Rehabilitation Services Administration authorizing this Agreement. Failure to meet non-Federal share obligations by the state or local public agency may result in termination of this Agreement and all associated services.

**B. Payment Schedule**

**Single Payment Schedule**

<b>Amount</b>	<b>Payment Due On or Before</b>
\$15,600	December 01, 2014

**V. Audits and Records**

The state or local public agency agrees:

- A. To maintain and retain, during and for seven (7) years after termination of this Agreement, books, records and all other documents relating to this Agreement. If an audit has been initiated and audit findings have not been resolved at the end of such seven (7) year period, the state or local public agency shall retain the records until resolution of the audit findings.
- B. To assure state personnel, federal personnel, and personnel authorized by MRS shall have full access to the records during the time the state or local public agency is obligated to retain the records.
- C. At the request of MRS, to provide access to and furnish whatever information is deemed necessary by MRS in order to fully, accurately and timely assess satisfactory performance of the terms and conditions of this Agreement.
- D. At the request of MRS, to permit onsite visits by designated State of Michigan employees or agents to conduct audits or otherwise review books and records for any reason connected with the administration of this Agreement.

**VI. Dispute Resolution**

In the event of a dispute between the Parties concerning the interpretation or implementation of this Agreement, or the provision of services funded under this Agreement, the Parties agree to attempt in good faith to informally resolve the disagreement. To initiate dispute resolution under this section, the state or local public agency shall provide MRS with a written summary of the complaint. The state or local public agency should include the following information in the letter of the complaint: name and address of the person MRS should contact regarding the complaint, identification of the specific provision of this Agreement or its attachment in dispute and all documentation in support of the position. The following summarizes the dispute resolution process:

#### A. Step One, Informal

The Parties will meet to discuss the nature of the dispute and to discuss appropriate solutions pertaining to this Agreement. This must occur within fifteen (15) business days, from the date of receipt of the complaint or such additional time as the Parties agree in writing.

#### B. Step Two, Formal

If the informal dispute resolution process is unsuccessful, the appropriate MRS District Manager, Division Director and the administrative head of the state or local public agency shall meet within fifteen (15) business days of the first meeting (or such additional time as the Parties agree in writing) to review the efforts at resolution and to continue working at resolving the dispute(s). The Parties shall use their best efforts to identify in writing all disputed issues, the respective party's proposed resolution and any agreed upon resolutions relative to the issues identified (Written Summary).

#### C. Step Three, Formal

If the dispute(s) cannot be resolved at Step Two, the Parties shall, within seven (7) days following the meeting in B (unless extended in writing by the Parties), above, provide the MRS Director with the Written Summary and meet with the MRS Director or his or her designee to discuss the complaint. The MRS Director or designee will provide the Parties with a final written resolution within thirty (30) days of this meeting. The action of the MRS Director or designee is final and binding on the Parties.

### **VII. Mutual Drafting**

Both Parties contributed equally to the drafting and negotiation of this Agreement. As such, the Parties agree that, in the event of a dispute, the provisions of the Agreement shall not be strictly construed against any Party as the drafter of this Agreement. The Parties acknowledge that they have had the opportunity to have their respective attorneys review and approve this Agreement as to its form and effect.

### **VIII. Renegotiation or Modification**

To be effective, any modifications or amendments to this Agreement must be in writing and signed by the Parties.

### **IX. Cancellation**

MRS or the state or local public agency, with or without cause, may cancel this Agreement upon no less than thirty (30) days written notice. If this Agreement is terminated prior to the end of the fiscal year, the unobligated non-Federal share will be returned to the state or local public agency within 30 days of the effective termination date. To terminate, the written notification must be sent by certified mail with return receipt requested to all signatories prior to August 1<sup>st</sup> of the current fiscal year.

This Agreement will end on the later of the specified termination date or 30 days after receipt of request for termination.

## X. Governing Statutes

The Parties shall comply with all applicable federal laws and regulations in carrying out the terms of this Agreement, including but not limited to the following:

- A. Title VI of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.
- B. Section 504 of the Rehabilitation Act of 1973, as amended, which, among other things, prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.
- C. Americans with Disabilities Act of 1990, which, among other things, prohibits discrimination by public and private entities on the basis of disability in employment, public accommodations, transportation, state and local government services, and in telecommunications.
- D. Title IX of the Education Amendments of 1972, as amended, which, among other things, prohibits discrimination on the basis of gender in education programs and activities receiving or benefiting from federal financial assistance.
- E. The Age Discrimination Act of 1975, as amended, which, among other things, prohibits discrimination on the basis of age in program or activities receiving or benefiting from federal financial assistance.
- F. The Omnibus Budget Reconciliation Act of 1981, which, among other things, prohibits discrimination on the basis of gender or religion in programs and activities receiving or benefiting from federal financial assistance.
- G. Federal: Other applicable regulations including but not limited to OMB Circulars A-87, the Education Department of General Administrative Regulations (EDGAR), the federally approved MRS State Plan and the State Program Regulations at 34 CFR 361.
- H. Title VII of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination with respect to employment, compensation, and terms and conditions of employment on the basis of race, color, religion, gender, or national origin.

The Parties shall comply with all applicable state laws and rules in carrying out the terms of this Agreement, including but not limited to the following:

- A. Persons with Disabilities Civil Rights Act – Act 220 of 1976, defines the civil rights of persons with disabilities; prohibits discriminatory practices, policies, and customs in the exercise of those rights; prescribes penalties and to provide remedies.
- B. Elliot Larsen Civil Rights Act – Act 453 of 1976, defines civil rights; prohibits discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; to preserve the confidentiality of records regarding arrest, detention,

or other disposition in which a conviction does not result; to prescribe the powers and duties of the civil rights commission and the Department of Civil Rights; provides remedies and penalties; provides for fees; and to repeal certain acts and parts of acts.

- C. All other applicable state or federal laws, regulations, rules or standards that prohibit discrimination on any basis.

## **XI. Safeguarding Information**

The Parties shall not use or disclose any confidential or personally identifying information concerning applicants or recipients of services under or incidental to this Agreement for any purpose except as permitted or authorized by law (34 CFR 361.38).

## **XII. Standard Terms and Conditions**

This Agreement contains all the terms and conditions agreed upon by the Parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written between the Parties as to the subject matter covered in this Agreement. If any terms or provisions of this Agreement are found illegal or unenforceable, the remainder of this Agreement shall remain in full force and effect and the illegal or unenforceable terms or provisions shall be stricken.

Neither Party shall be responsible for the costs or obligations of the other party in carrying out the terms of this Agreement.

**XIII. Effective Date, Approval, and Execution**

This agreement is effective on **October 01, 2014**.

MRS and the state or local public agency have obtained all necessary approvals to enter into this Agreement and have caused this Agreement to be signed by their respective authorized officers or representatives as set forth below:

\_\_\_\_\_  
MRS Representative Signature

\_\_\_\_\_  
State or Local Public Agency Representative Signature

\_\_\_\_\_  
ROSANNE RENAUER

Printed Name of Signatory (all capital letters)

\_\_\_\_\_  
JOHN ELSINGA

Printed Name of Signatory (all capital letters)

\_\_\_\_\_  
District Manager

Title

\_\_\_\_\_  
Manager

Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

<p>MRS Local Address:  1048 Pierpont Suite 1 Lansing, MI 48913</p>	<p>State or Local Public Agency Name and Address:  Delhi Charter Township 2074 Aurelius Rd. Holt, MI 48842</p>
	<p>Name, Title, and Phone Number of State or Local Public Agency Representative:  John Elsinga, Manager (517) 694-2135</p>
	<p>Federal Identification Number:  38-6019639</p>

*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:** November 1, 2014

**RE:** October 2014 Monthly Report

**HIGHLIGHTED CASES AND INCIDENTS:**

- 10/1/2014 Deputies stopped a vehicle on Holt road for a license plate being out. Driver was found to be DWLS and have warrants out for his arrest. During an inventory search, a second subject was found hiding in the trunk of the car. This subject was found to have warrants as well. Both were arrested and taken to the Ingham County Jail.
- 10/2/2014 Deputies responded to Grayfriars for a fight between roommates involving a knife. Both subjects were found to have assaulted each other, and both were arrested and taken to Jail.
- 10/3/2014 Deputies responded to the Speedway on Eaton Rapids road for a suspicious vehicle. A suspect was found there to be extremely intoxicated. Suspect was also found to be DWLS and became belligerent when Deputies arrested him. He was lodged at the Jail.
- 10/3/2014 Deputy Rowley responded to a vehicle in a pond on Harper road. The driver was found still in the vehicle and intoxicated. Fortunately, the water was only knee deep, and Delhi Fire was able to treat her. She was transported to the Hospital and arrested for OWI, once she was cleared medically.
- 10/5/2014 Deputy Rowley responded to Zuider road for a possible Heroin overdose. Subject was down, Deputies started first aid, when Delhi Fire arrived and patient care was

turned over to them.

- 10/6/2014 Deputies responded to Holt road for a suicidal subject. He was found in Veteran's park taking a large amount of pills attempting to overdose. Deputies took him into protective custody and turned him over to Delhi Fire.
- 10/7/2014 Deputies responded to 4330 Keller road for a report of a large snake under a tenant's dishwasher. Maintenance was able to find the snake behind the baseboards and apprehend it. It was a 6' long boa constrictor. Maintenance did not know of anyone that owned the snake in the apartment building. The snake was going to be turned over to Pruess pets.
- 10/12/2014 Deputy Hoeksema stopped a vehicle for speeding on Aurelius road near Dell. Driver was found to be intoxicated and was arrested for OWI and lodged in the Jail.
- 10/13/2014 Deputies responded to Sycamore Street for two large aggressive dogs. The Deputies were able to keep the dogs contained in a back yard until Animal Control arrived to take custody of them.
- 10/14/2014 Deputies responded to an armed robbery on Aurelius road. Victim knew both suspects, and Deputies were able to locate one suspect nearby. Deputy Ward was able to develop information that the second suspect was calling friends to come pick him up on Wilcox. Deputy Ward found the second suspect there. A starter pistol was found on the second suspect. Both were arrested and lodged at the Jail.
- 10/14/2014 Deputies Ward and Duling responded to Fay and Tolland for a man standing in the street not moving for traffic. The man was found to be suicidal and was taken into protective custody and transported to CMH.
- 10/14/2014 Deputies responded to a report of a fight on Kate Street. Suspect drove to the house of her ex-boyfriend and kicked in the door confronting him and his new girlfriend. All parties went outside to talk, and the suspect got into her car and attempted to run over the new girlfriend. Suspect left prior to arrival, and Detective Bureau is pursuing the issue further.
- 10/16/2014 Deputy Hull received a report from the High School, of a 15 year old boy that had pulled two different girls into the bathroom and touched them. He did the same to a third girl after school. Detective Bureau is investigating further.
- 10/18/2014 Deputies investigated an accidental shooting on Pearson Court. A CPL holder had his pistol in his pocket, and when he put his hand into his pocket it went off. The bullet grazed his leg down his thigh and calf.
- 10/18/2014 Deputy Pulst responded to Cedar and Charlar for a one car accident. Driver there hit the curb and flattened their tires. While investigating the accident, the driver was found to be intoxicated, and was arrested for OWI HIGH BAC.
- 10/19/2014 Dep. Kuch responded to a call of a driver passed out in his car at Onondaga and

Curtice road. The vehicle matched the description of a vehicle involved in a homicide in Lansing. Dep. Kuch found the vehicle driving away, and stopped it before it got away. The Driver was the suspect in the homicide; he was arrested and turned over to LPD.

- 10/19/2014 Sgt. Harrison stopped a vehicle for speed on Willoughby road. Driver was found to be intoxicated, and was arrested for OWI.
- 10/19/2014 Delhi Manor, Deputies responded to a fight between two subjects. Suspect is dating the victim's sister, and victim was not happy with the suspect's treatment of her. Both went to Coach's to talk about it, and suspect beat up the victim in the parking lot. Suspect drove the victim back to the trailer park where Deputies conducted the investigation. Suspect was arrested for aggravated assault and OWI as he'd been drinking and driving as well.
- 10/20/2014 The Fugitive Team was attempting to find a female with a felony warrant for harboring a fugitive on Eifert road. They observed her leaving in a vehicle, and called for Delhi units to respond. Deputies made a traffic stop, and arrested her on the warrant.
- 10/22/2014 Dep. Ward responded to a personal injury accident at Jolly and Dunckel. The at fault driver had ran a red light. Investigation revealed that the at fault driver was intoxicated. The driver was transported to the hospital, and a warrant is being requested for OWI.
- 10/23/2014 Dep. McEllmurray stopped a vehicle for having a headlight out. Driver was found to be intoxicated and was arrested for OWI.
- 10/27/2014 Deputies responded with Delhi Fire to Eifert road for a 10 year old that was trapped in a tractor's pto shaft. The child was freed and transported to the hospital by Delhi Fire.
- 10/27/2014 Deputy Narlock responded to Moonlight Street for an intoxicated caller who wanted his 29 year old daughter out of his house. Daughter had left prior to arrival. The investigation revealed that the caller had in fact assaulted his daughter. A warrant is being requested for his arrest.
- 10/29/2014 Deputy Doerr assisted Tri County Metro with a buy bust at the Kroger's parking lot. A suspect was arrested and lodged for selling Marijuana to a Metro Detective. This is still being investigated by Tri County Metro.

### **STATISTICS:**

During the month of October, Deputies responded to 383 calls for service (written and blotter

complaints). They made 100 arrests of which 57 were self – initiated. Deputies issued 222 citations. Deputies conducted 294 business/property checks, 20 liquor inspections, and spent 127.5 hours in Community Policing. Deputies participated in 123.8 hours of training.

**Calls for Service**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
October	406	427	383
Year to Date	4388	3902	3116

**Total Arrests**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
September	66	119	100
Year to Date	967	1152	1157

**Total Self – Initiated Arrests**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
September	31	53	57
Year to Date	547	624	670

**Citations Issued**

	<b>2012</b>	<b>2013</b>	<b>2014</b>
September	170	174	222
Year to Date	2034	2054	2210

*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. Vern Elliott  
**FROM:** Deputy Mary Hull #5353  
**DATE:** Saturday, November 01, 2014  
**RE:** October 2014 Monthly Report

**MONTHLY STATS:**

Complaints:	21
Community Policing hours:	76
School Checks:	73
Traffic Stops:	1
Citations:	6

**COMMUNITY POLICING ACTIVITY:**

On October 8, Deputy Huhn, Deputy Narlock, Deputy Bowden and I helped the elementary and middle schools safely cross for the annual Walk to School Day. Students, parents and teachers from Horizon, Elliott, Sycamore, Wilcox, and Hope Middle Schools joined students from all over the United States on this annual event. The event is sponsored by National Center for Safe Route to School, and teaches about the benefits that just one daily brisk walk can be a health benefit.

During the month of October, Deputy Huhn and I gathered material and donations for our Trick or Treat in the Park booth. As part of the donations Meijer donated a \$250.00 gift card that was used to purchase candy for the event. The booth was created by using PVC pipe and wood to create a jail cell, once a trick or treaters walked into the cell they were

greeted by an “inmate dummy,” which was created using straw, an actual inmate uniform courtesy of Sheriff Wrigglesworth, and a skeleton mask; the inmate was then tied to a string, when pulled caused the inmate to sit up. Each booth was judged by anonymous judges and this year Deputy Huhn and I won first place.

On October 20, I provide a police escort to students, staff and parents participating in Special Olympics Project UNIFY for a day of fun at Royal Scott. Project UNIFY provides students no matter their abilities the opportunity to be leaders in their schools and communities and are asked to promote equality and acceptance.

On October 21, I attended the monthly Ingham Substance Abuse Prevention Coalition meeting. One topic of conversation and brain storming was ways to increase enrollment to the Roots and Wings Program at Cristo Rey; a counseling and therapy program designed to help parents and teens better communicate. Ingham Health Plan also presented a program to the group called Care Hub, a free governmental funded service connecting the tri-county area residents in need. Care Hub connects infants, children, adults, parents, families, and caregivers that suffer from chronic health conditions, to the right community resources and programs to help better their lives.

On October 23, Deputies assigned to the Delhi Division assisted Holt Jr. High and both High School campuses with a lockdown drill. At each school a deputy walked with a school official evaluating the lockdown to ensure that the procedures set by the school were followed.

On October 31, I attended the Truancy Planning Series, part 6 at Marshall Street Armory. The regional truancy workshop meets three to four times a year to discuss school attendance and non-attendance. The agenda for the workshop on October 31 was to discuss the State’s attendance and zero tolerance policy and the updates before the State Government and the impact zero tolerance policies are having on a child’s academic performance. Another topic of discussion referenced prioritizing the strategies for change. In previous meetings participants from schools, courts, law enforcement, and community groups have had discussions on what needs to be done to increase school attendance and success. These strategies for change include what impacts the Government and current policies, schools policies, school personnel and their engagement with students and parents, a family’s involvement in school, enforcement of laws, and the community support in helping students achieve success in school.

**OTHER ACTIVITY:**

During the month of October, I responded to 21 calls for service, 16 of which were school related, of that 16 calls for service 10 were school bus or crossing guard violations. Other calls for service related to school included an assault, a weapon free school zone, possession of drugs, and threats/harassment complaints.

On October 27, a female student at Holt High School approached another female student in the hallway blocking her exit. Once the female victim was cornered in the hallway the female suspect began hitting and scratching the victim. The victim suffered minor

injuries to her face and head that did not require medical attention. The victim parent reported that she wanted the report submitted to the Ingham County Prosecutor's Office for assault charges.

On October 22, I responded to Washington Woods Middle School for a weapons complaint. The school principal found a toy Nerf dart gun and three make shift stabbing instruments in a student's backpack. The student told the Principal that he made the items at his grandparents' home and forgot he put them in his backpack. The items were confiscated and tagged into evidence. Because of the age of the suspect the report will not be turned over to Ingham County Prosecutor's Office.

On October 27, I received a call from Holt JR. High reference a drugs complaint. The Principal reported that a student came to him that morning and turned over a clear plastic baggie of suspect marijuana. The student told the Principal that another student gave him the marijuana for free that morning, and not only did the student report that he did not want the marijuana but he did not want to get caught with it at school. The suspected marijuana was tagged into evidence to be destroyed.

On October 15, a parent brought their student to Ingham County Sheriff's Office – Delhi Division for a harassment complaint. The victim also a suspect of an assault that I am investigating reported that he only assaulted the other student because he felt racially intimidated. The victim indicated that the other student made a couple of racial comments to him at the beginning of the school year and taunted him each time he walked by during class. The original assault complaint taken by Deputy Huhn will be turned over to Ingham County Prosecutor's Office for review. On October 22, I responded to Holt High School for a threat complaint. A student reported to the Assistant Principal that when she commented to a fellow student that they had the same shirt on the fellow student made a threat toward her safety. The suspect student reported that the victim misunderstood what he said; however he refused to acknowledge that he made the victim feel uncomfortable and refused to apologize. The information was documented and the report was closed, the school took disciplinary action.

Respectfully submitted,  
Deputy Mary Hull #5353

*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. Vern Elliott  
**FROM:** Deputy Cheryl Huhn #5430  
**DATE:** 11/4/14  
**RE:** October 2014 Monthly

**STATISTICS:**

Comm. Policing Hours:	26.4
Complaints taken:	15
Training:	10
Traffic stops:	12
Citations issued:	10
Arrests:	2
Contacts (school):	6
Contacts (business):	8

**COMMUNITY POLICING ACTIVITY:**

I met with Jeff Butcher from the Delhi Fire Department and Marcy Bishop Kates from Incu-Bake. We are trying to set up quarterly meetings with the local civic and church groups in Delhi Township. The idea behind meeting quarterly is so that events planned in the community can be better organized and groups will be able to work together. This group is going to be called Holt Civic Connect. The first meeting is scheduled for Wednesday, November 12, 2014. The meeting location is the Sam Corey Senior Center, 2108 Cedar Street, Holt. The meeting will begin at 5:30pm

I had a meeting with John Bush, Craig Anderson, Michael Grant, and Jeff Butcher for the 9-11 Hero Race 2015. I was placed on this board to represent the Ingham County Sheriff's Office. We discussed the success of the 9-11 Hero Race 2014. The Ingham County Victim's Advocate Group was given a check for approximately \$4,800.00 from proceeds from this year's race.

On October 8<sup>th</sup> I participated in the Walk to School Program. I helped the students going to Wilcox Elementary cross the road at Dogwood and Wilcox Rd. There were 80 students that choose to walk to school.

On October 8<sup>th</sup> I met with 6 girls and a couple of their parents from the Girl Scout Junior Troop at the Delhi Township Office. I gave a tour of the Delhi Office, patrol vehicles, and what types of equipment we use. We discussed types of calls law enforcement respond to. We discussed what type of first aid training law enforcement personnel have and what they could do if they had an accident/injury. We discussed when they should call 911 and what information they should provide dispatch. All of the girls were given a badge for first aid from their leader. All of the girls made first aid kits at their last meeting. They went through their kits to show me what they made.

I spoke with Tracy at Windmill Mobile Home Park. Tracy advised that there have not been any issues in the park. Tracy advised that Windmill Christmas Party is tentatively scheduled for December 6<sup>th</sup>.

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.

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

On October 23<sup>rd</sup> I assisted Deputy Mary Hull with lockdown drills at the High Jr High, Holt High School North Campus and Holt High School West Campus. After the school announced the lockdown, we walked the hallways. We made sure that all students and staff were in rooms with the lights off and doors locked. We evaluated each room to make sure that they were following the guidelines set by the Safe School Initiative. The Principals and Vice Principals were given the evaluations/recommendations of where the school needed to make changes.

I received a telephone call from an individual that resides on Turnbridge Rd. The resident advised that she was concerned about people speeding in the neighborhood and that there was no speed limit sign posted on the roadway. I advised the female that because it was a residential neighborhood there did not need to be speed limit signs posted and I would try to get more patrols in her neighborhood. I patrolled the area in my patrol unit. I issued citations to violators. I had the traffic unit place the speed trailer on Turnbridge Rd for approximately 2 weeks. I have not had any further complaints about speeders in this area.

On October 26<sup>th</sup> Deputy Mary Hull and I participated in the 4<sup>th</sup> Annual Trick or Treat in the park. There were approximately 600 trick or treaters along with their parents at this event. Deputy Hull and I constructed a jail cell that was decorated with a stuffed manikin wearing an inmate uniform, spiders/spider webs, and a bat. Deputy Hull and I spent hours designing the booth for this event. We designed the front of the cell to look like an actual cell. My husband constructed the front of the cell with old wood and pvc pipe for the bars. Deputy Hull and I went to Meijer and asked for donations to help pay for the candy. All candy was provided by Meijer. During this event all of the booths were evaluated by three Judges. We were given 1<sup>st</sup> PLACE for the BEST booth.

### **OTHER MATTERS**

During the month of September I responded to 15 calls for service. Some of these calls included domestic assault, home invasion, check welfare, alarm, vehicle injury accident, and civil disputes.

On October 2<sup>nd</sup> I responded to Windmill Mobile Home Park for an unknown trouble complaint. A 12 year old autistic male reported that he was assaulted by his father. The juvenile male was mad at his father because he was hospitalized for 2 weeks for mental health issues. It was determined that there was no assault.

On Oct 2<sup>nd</sup> I responded to the Holt High School North Campus for a general assistance complaint. Vice Principle Ann Coe reported that there was an incident with a student during the lunch hour and she needed a report documented because she was in the process of getting that student transferred to another school. The student got mad while standing in the lunch line. He mentioned that he was going to bring a gun to school and no one would be safe. The student suffers from mental health issues. I went to the student's residence at Sugar Pine Apartments to check the welfare of the student with Vice Principle Christopher Billingslea and Principle Mike Willard. The student is 18 years old and he lives by himself at in apartment in Holt. The student's father is in prison and his mother is deceased. The apartment was dirty and there was very limited food inside the apartment. There were no cleaning products, dishes, cups, etc. The student advised that his grandmother pays the rent for the apartment as long as he was going to school. The student was advised to stay home from school until arrangements were made so the student could attend the secondary learning center. On Oct 3<sup>rd</sup> I went back to the apartment with Chris Billingslea and Social Worker David Bird. David Bird did a mental health evaluation of the student that was needed before the student could get enrolled into the secondary learning center. I made contact with Give-A-Kid-Projects and asked for items to be donated for this apartment. Deputy Kelly Bowden and I picked up items and dropped them off at the apartment.

On October 3<sup>rd</sup> I investigated a late assault complaint from the Holt High School. The victim stated that he has been bullied by another student for approximately 1 month. The student was slapped across the face by another student when he was walking down the hallway.

On October 14<sup>th</sup> I was dispatched to Huntley Villa Townhomes for a check welfare complaint. The reporting party was the maternal grandmother of the child. She reported that her grandson had not shown up for scheduled visitations in a couple of months and she was worried that his father took him out of the State. No one was home at the apartment. Contact was made with the Step-mother via the telephone. Contact was made with the child later in the evening after he arrived home from school. Everything appeared to be okay. This is a child custody issue. Both parents were advised to contact Friend of the Court.

On October 14<sup>th</sup> I was dispatched to 4552 Sycamore St for a check welfare complaint. The reporting party advised that he was trying to get ahold of his girlfriend and she was not answering the phone which was unusual. Contact was made at the residence with the female. Everything appeared to be okay. The male that made the report was currently at a psychiatric hospital in Battle Creek. The female was arrested on an outstanding warrant out of another jurisdiction.

On October 15<sup>th</sup> I responded to an assault in progress in Windmill Mobile Home Park. A father was punching and kicking a 12 year old male outside the residence. Upon arrival the 12 year old son had walked away from the residence on foot. The juvenile male was located near the park. The father had several scratches on his face from where he was allegedly assaulted by his son. The 12 year old male was transported to the Hospital for mental health issues. The 12 year old was turned over to the custody of his biological mother at the hospital. Charges are being sought against the father through the Ingham County Prosecutor's Office.

On October 15<sup>th</sup> I assisted Lansing Police Department with trying to locate a missing 10 year old girl. The 10 year old girl is diagnosed with schizophrenia. The 10 year old walked away from her residence in South Lansing and it was believed that she might try to walk towards Horizon Elementary. Someone called dispatched and advised that they saw a girl walking on M-99 near Bishop Rd that matched the clothing description of the missing child. I checked the area and I did not locate the child. The child was safely located by Eaton County Sheriff's Office at 7783 Vermontville Hwy.

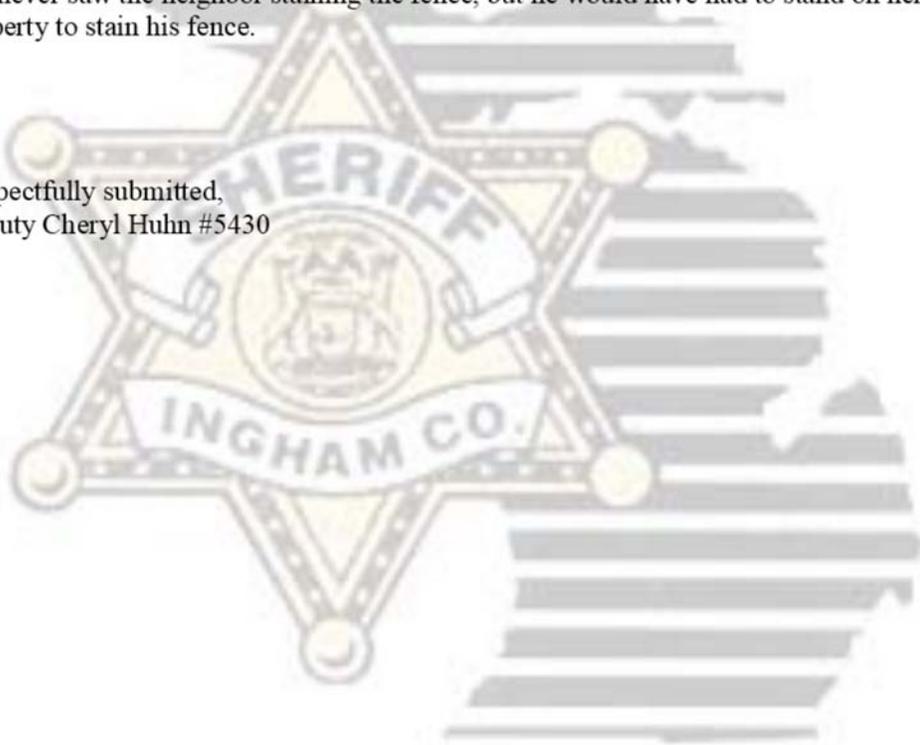
On Oct 21<sup>st</sup> I responded to a residence in Delhi Manor for a home invasion complaint. The resident came home to her residence and found that someone cut the screen near her living room. The only thing missing from the residence was a television. The resident advised that she thought a family member that recently moved out was the only possible suspect that would have taken her television. There were no other home invasion complaints in this area.

On October 22<sup>nd</sup> I was dispatched to 4530 Glenberry Drive for a check welfare complaint. An elderly male fell inside his residence and he could not get up. The elderly male had been on the ground for 2 days. Family members were contacted and a set of keys were brought to the residence. Delhi Fire transported the elderly male to Sparrow Hospital for evaluation.

On October 24<sup>th</sup> I was dispatched to 4428 Stonehurst Ave for a check welfare complaint. Marshall Perkins, the Principal at the Holt Jr High reported that students came running into the school and told him they could hear someone screaming for help from this address. I went to the address and made contact with two juveniles. The 12 year old brother played a prank on his sister by shutting off the lights in the room she was in and he locked her in the dark room. Everything at the residence was okay. I contacted the juvenile's mother via the telephone and told her what happened.

On October 24<sup>th</sup> I was dispatched to a property dispute complaint at 3948 Timbercrest Circle. The reporting party advised that the neighbor has a fence that is 6 inches away from the property line. The reporting party came home and noticed that when she was away from her residence, the neighbor stained his fence. The reporting party advised that she never saw the neighbor staining the fence, but he would have had to stand on her property to stain his fence.

Respectfully submitted,  
Deputy Cheryl Huhn #5430



# Delhi Township Fire Department Monthly Report

October, 2014

## Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	256	1	257
Fire / Rescue	51	1	52
Total Calls	307	2	309
Staff Hours	554.79	1.6	556.39

Total calls in 2014: 2518

Total calls for 2013: 2672

## Inspections

Commercial Fire Inspections – 0

Fire Personnel Company Inspections - 12

## Training

245 Personnel participated in 512 Hours of Training

## Recruitment / Retention

<u>Activity</u>	<u>Hours</u>
Station tours	6
Meetings	6
Mentoring new personnel	3

**Mutual Aid:**            Given – 26    Received –12            Auto Aid- 32

## Miscellaneous

- Oct 7 Motor vehicle accident with injuries Holt and College
- Oct 12 1500 Blk Stonehaven illegal burn
- Oct 12 2600 Blk Frank Street illegal burn
- Oct 15 2385 Cedar Park building fire, currently under investigation
- Oct 15 Assist Mason Fire on a building fire
- Oct 27 Farm Rescue 1900 Blk Eifert

**DELHI CHARTER TOWNSHIP**  
**Department of Community Development**  
**October 2014 Activity Report**

**New Permits:**

Category	DDA Area Permits	Total Permits	Total Inspections
Building	8	39	109
Electrical	4	24	41
Mechanical	13	55	83
Plumbing	6	17	38
Fire Inspections	N/A	N/A	0
<b>Totals</b>	<b>31</b>	<b>135</b>	<b>271</b>

**Soil Erosion Permits & APA Projects:**

Category	DDA Area Permits	Total Permits/New Projects	Total Inspections
Soil Erosion	1	9	80
Soil Erosion Waivers	0	1	0
APA Projects	0	0	4
<b>Totals</b>	<b>1</b>	<b>10</b>	<b>84</b>

**New Code Enforcement Cases:**

Category	DDA Area Cases	Total Cases
Building Maintenance	0	0
Fence Violation	0	0
Junk & Debris	1	7
Junk Vehicles	1	4
Miscellaneous	2	5
Noxious Weeds	1	2
Sidewalk Snow	0	0
Sign	1	2
Site Plan	0	0
Yard Parking	0	3
Improper Zoning Use	2	4
<b>Totals</b>	<b>8</b>	<b>27</b>
<b>Total # of Inspections</b>	<b>76</b>	

**Rental Program Information:**

Number of New Registered Rental Properties	1
Number of Rental Re-inspections	9
Number of Rental Investigations	1
Number of Rental Cycle Inspections	123

**Civil Infraction/Abatement Information:**

<b>Abatement/Clean-ups</b>	<b>6</b>
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	<b>\$19,551.48</b>
<b>Civil Infractions Issued</b>	<b>6</b>
<i>Civil Infraction Fines Issued (Year to date)</i>	<b>\$3,315.00</b>

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
<b>COMMERCIAL ADDITION</b>						
PB14-354	2205 CEDAR STREET	BIERSBACK CONSTRUCTION LLC	288 SQ FT ADDITION AND PARKING LOT RENOVATION	\$78,018	\$521.40	Y
COMMERCIAL ADDITION				\$78,018	\$521.40	Total: 1
<b>COMMERCIAL ALTERATION</b>						
PB14-337	3490 BELLE CHASE WAY STE 110	TMN BUILDERS, INC	MINOR INTERIOR RENOVATIONS	\$4,000	\$55.00	
PB14-364	5035 HOLT ROAD	LAUX CONSTRUCTION	MODIFY (3) TRUSSES TO ACCOMMODATE CHIMNEY FOR PROPOSED PET CREMATORY	\$3,000	\$55.00	
COMMERCIAL ALTERATION				\$7,000	\$110.00	Total: 2
<b>COMMERCIAL MISCELLANEOUS</b>						
PB14-353	891 N CEDAR ROAD	LVEB, INC	NEW ROOF ON BACK AND TEAR OFF AND RE-ROOF ON FRONT	\$8,000	\$50.00	Y
PB14-371	1867 CEDAR STREET	NORTHERN HOME IMPROVEMENT INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	Y
COMMERCIAL MISCELLANEOUS				\$16,000	\$100.00	Total: 2
<b>DECK</b>						
PB14-336	2581 LANIER DRIVE	COMMUNITY BUILDING SERVICES LLC	DEMO EXISTING DECK AND REBUILD 8' X 12' DECK	\$864	\$50.00	
PB14-345	4432 WILLOUGHBY ROAD	Scott Fredrickson Construction Co.	REAR DECK FRAMING REPAIRS	\$1,980	\$50.00	Y
PB14-347	1637 GANDER HILL DRIVE	JB CONSTRUCTION	CONSTRUCTING NEW 475 SQ FT DECK	\$4,500	\$50.00	
PB14-352	2722 S WAVERLY ROAD	BOB HUNT BUILDING & REMODELING	CONSTRUCTING A 30 SQ FT DECK WITH RAMP AND STAIRS	\$4,000	\$50.00	
PB14-359	3969 SIERRA HEIGHTS	COUNTRY VIEW ESTATES LLC	CONSTRUCTING 180 SQ FT DECK	\$1,620	\$50.00	Y
PB14-361	4240 TURNBRIDGE DRIVE	LINDEMANN, CARY S	EXTENDING EXISTING DECK 200' TO ACCOMODATE HOT TUB	\$1,800	\$50.00	

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
PB14-365	2845 COLLEGE ROAD	TEACHOUT BUILDERS, INC	<i>CONSTRUCTING 150 SQ FT REAR DECK</i>	\$1,350	\$50.00		
PB14-369	2315 ROLLING RIDGE LANE	SCHAEFER, LARRY INC	<i>FRONT PORCH REPAIRS</i>	\$6,000	\$50.00		
DECK				\$22,114	\$400.00		Total: <b>8</b>
<b>DEMOLITION</b>							
PB14-350	1885 ADELPHA AVENUE	Michigan Demolition & Excavation, L	<i>DEMOLISHING DWELLING AND GARAGE - SLAB - NO BASEMENT</i>	\$0	\$50.00		
PB14-363	3902 W HOWELL ROAD	B.D. DONOVAN BUILDERS, INC.	<i>DEMOLITION DWELLING - LEAVING FOUNDATION</i>	\$0	\$50.00		
DEMOLITION				\$0	\$100.00		Total: <b>2</b>
<b>FENCE</b>							
PB14-357	4480 DELL ROAD	RANCH LIFE PLASTICS	<i>REMOVING PORTION OF EXISTING WOOD FENCE AND INSTALLING NEW 48" VINYL FENCE</i>	\$0	\$50.00	Y	
FENCE				\$0	\$50.00		Total: <b>1</b>
<b>RESIDENTIAL ALTERATION</b>							
PB14-356	3930 MAY APPLE LANE	ACKLEY, TIM	<i>KITCHEN REMODEL - REMOVING PARTITION AND INSTALLING BEAM</i>	\$8,000	\$50.00		
RESIDENTIAL ALTERATION				\$8,000	\$50.00		Total: <b>1</b>
<b>RESIDENTIAL DWELLING/GARAGE</b>							
PB14-338	2395 GUNN ROAD	QUIROZ, OTILIO	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$207,894	\$1,248.00		
PB14-341	5924 HEMLOCK DRIVE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$232,732	\$1,398.00		
PB14-342	1711 JUNIPER PLACE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$195,300	\$1,176.00		
PB14-348	3563 FERNWOOD LANE	MAYBERRY HOMES, INC.	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$183,030	\$1,104.00		
PB14-367	3902 W HOWELL ROAD	B.D. DONOVAN BUILDERS, INC.	<i>REBUILD HOUSE ON EXISTING FOUNDATION</i>	\$191,404	\$1,152.00		

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
PB14-368	1812 MERGANSER DRIVE	ALLEN EDWIN HOMES	CONSTRUCTING SINGLE FAMILY HOME	\$170,214	\$1,026.00		
RESIDENTIAL DWELLING/GARAGE				\$1,180,574	\$7,104.00		Total: 6
<b>RESIDENTIAL MISCELLANEOUS</b>							
PB14-334	1035 WENTLAND DRIVE	JORDAN ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-339	2360 WEMPLE AVENUE	HUNTER, CONNIE	TEAR OFF AND RE-ROOF CARPORT	\$4,000	\$50.00		
PB14-340	1810 DOGWOOD DRIVE	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-343	4543 HOLT ROAD	BLH CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-344	1642 GRAYFRIARS AVENUE	CHAPMAN, BRIAN SCOTT	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-346	2338 ROLLING RIDGE LANE	QUINN, LOUIS A & JEAN A	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-349	2115 JEFFERSON STREET	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-351	5097 WINDMILL BOULEVARD #293	IRISH, ROBBIN	NEW 10 X 10 SHED AND REPLACING EXISTING CARPORT	\$10,080	\$66.00		
PB14-355	3090 ROSEHILL DRIVE	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-358	2070 DEPOT STREET	MORROW ROOFING INC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-360	6913 AURELIUS ROAD	FOUNTAIN EXTERIORS	TEAR OFF AND RE-ROOF FLAT SECTION OF BACK	\$8,000	\$50.00		Y
PB14-362	1414 GROVENBURG ROAD	SHERRIFF-GOSLIN CO	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB14-366	6181 HORSTMAYER ROAD	GOODALL CONSTRUCTION CO	24 x 52 SOLAR ARRAY	\$17,472	\$108.00		
PB14-370	3840 ASHBROOK DRIVE	HANSON'S WINDOW AND CONSTRUCTION IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		

# DELHI CHARTER TOWNSHIP

## Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Total: # of Permits
RESIDENTIAL MISCELLANEOUS				\$119,552	\$774.00		Total: 14
<b>RESIDENTIAL STORAGE/GARAGE</b>							
PB14-335	1766 FOXWOOD DRIVE	KLINGLER, RONALD C AND	CONSTRUCTING 336 SQ FT SHED IN REAR YARD	\$6,048	\$50.00	N	
RESIDENTIAL STORAGE/GARAGE				\$6,048	\$50.00		Total: 1
<b>SIGN</b>							
PS14-031	1845 CEDAR STREET	MIDWEST SIGN CO.	INSTALLING 32 SQ FT GROUND SIGN	\$0	\$82.00	Y	
SIGN				\$0	\$82.00		Total: 1
<b>Totals:</b>				<b>\$1,437,306</b>	<b>\$9,341.40</b>		<b>39</b>

Permit.DateIssued Between 10/1/2014 12:00:00 AM AND  
10/31/2014 12:00:00 AM  
AND  
Permit.PermitType = Building OR  
Permit.PermitType = Sign

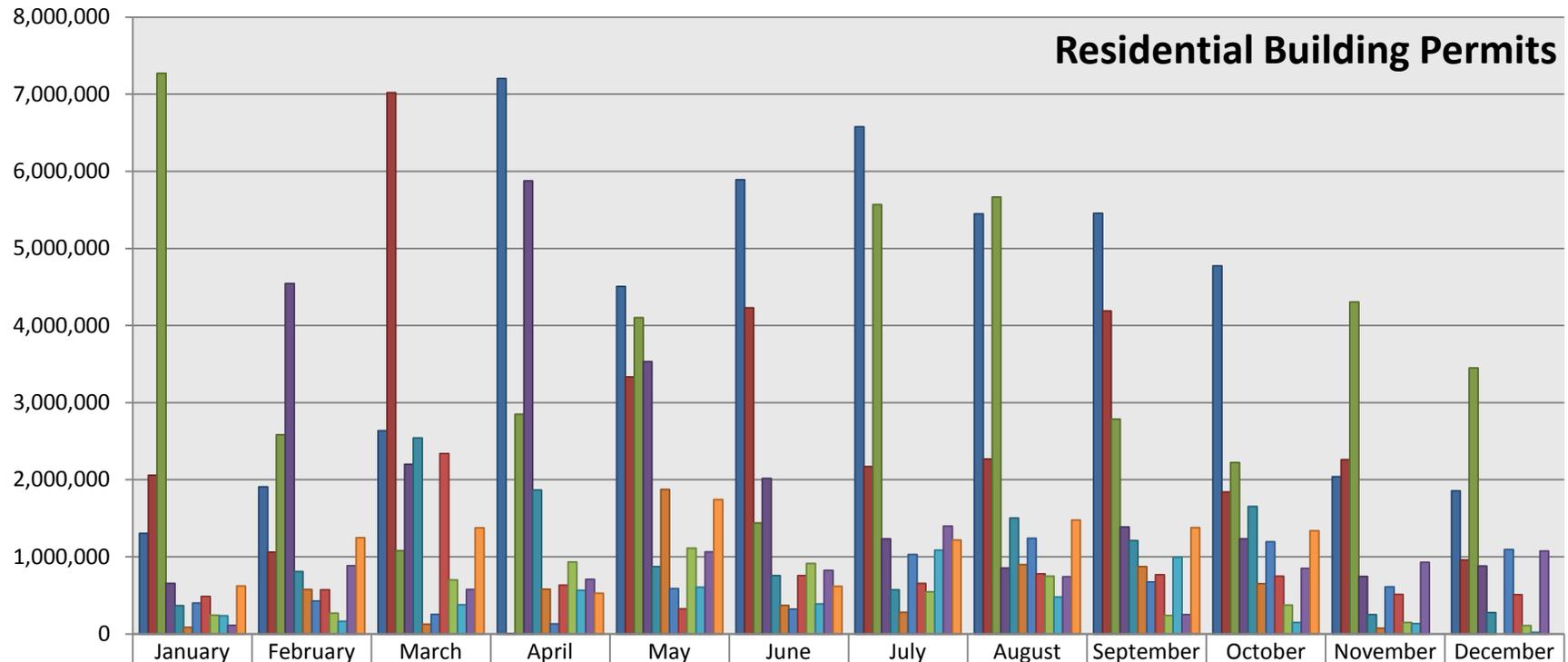
## SUMMARY OF CONSTRUCTION VALUES

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:**

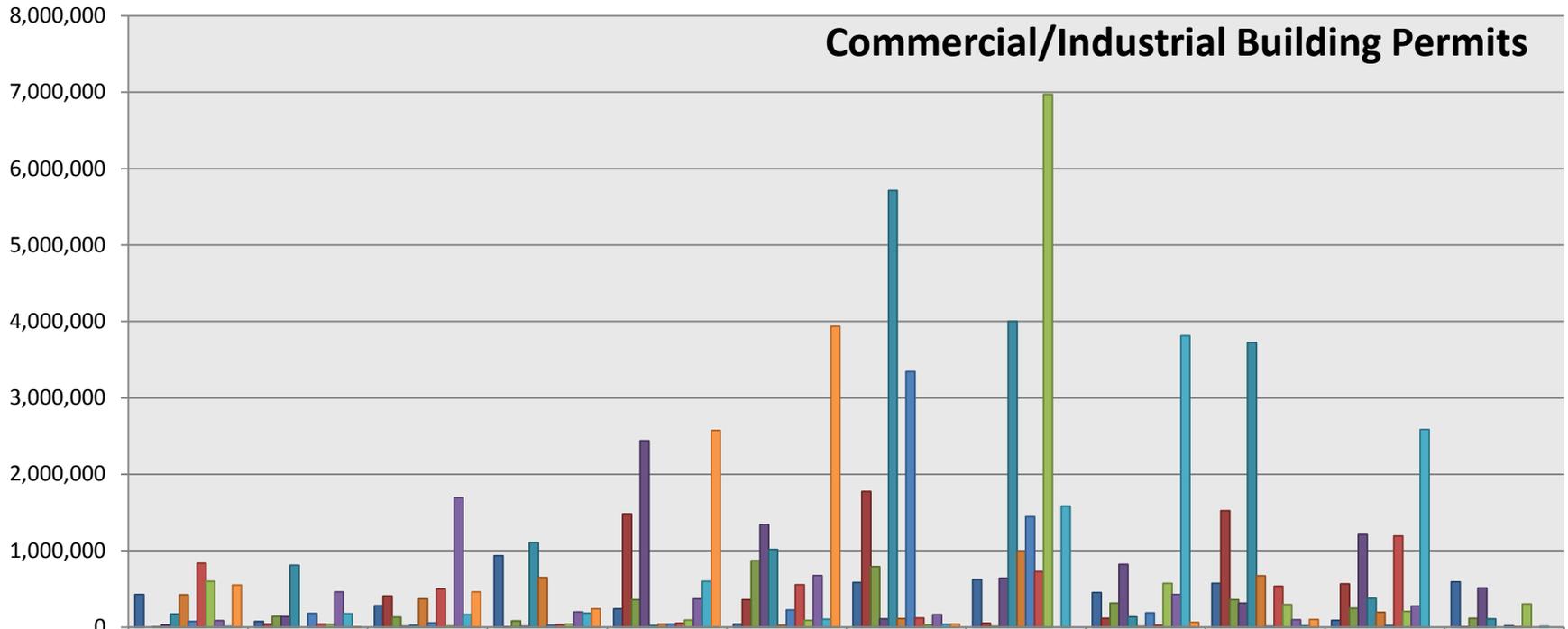
<b>Commercial / Industrial:</b>	<b>\$ 7,962,948.00</b>
<b>Residential:</b>	<b>\$ 11,537,048.00</b>
<b>Total Single Family Homes:</b>	<b>49</b>

## 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	1,475,449	1,379,581	1,336,288		

## 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	61,350	101,018		

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 18, 2014**

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Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, November 18, 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 John Hayhoe, DiAnne Warfield

Members Absent: Trustees Jon Harmon, Megan Ketchum

**COMMENTS FROM THE PUBLIC** - None

**CONSENT AGENDA**

- A. Approval of Minutes – Committee Meeting of November 5, 2014
- B. Approval of Minutes – Regular Meeting of November 5, 2014
- C. Approval of Claims – November 10, 2014 (ATTACHMENT I)
- D. Approval of Payroll – November 6, 2014 (ATTACHMENT II)

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

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Davis, Hayhoe, Hope

Absent: Harmon, Ketchum

**MOTION CARRIED**

**NEW BUSINESS**

**INTERAGENCY CASH TRANSFER AGREEMENT BETWEEN DELHI TOWNSHIP AND MICHIGAN REHABILITATION SERVICES**

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The Board reviewed a memorandum dated November 7, 2014 from Twp. Mgr. Elsinga (ATTACHMENT III).

**Hayhoe moved to approve the Interagency Cash Transfer Agreement between Delhi Charter Township and Michigan Rehabilitation Services and authorize the Township Manager to execute the Agreement on behalf of the Township.**

A Roll Call Vote was recorded as follows:

Ayes: Warfield, Davis, Hayhoe, Hope, Sweet

Absent: Harmon, Ketchum

**MOTION CARRIED**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 18, 2014**

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**RESOLUTION NO. 2014-031 – TAX REVERTED PROPERTIES**

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The Board reviewed memorandums dated November 12, 2014 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT IV).

**Sweet moved to adopt Resolution No. 2014-031 which objects to the transfer of property to Delhi Charter Township that has been foreclosed on by the Ingham County Treasurer.**

A Roll Call Vote was recorded as follows:

Ayes: Davis, Hayhoe, Hope, Sweet, Warfield

Absent: Harmon, Ketchum

**MOTION CARRIED**

**RESOLUTION NO. 2014-032 – TRANSFER OF PROPERTY TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

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The Board reviewed memorandums dated November 13, 2014 from Twp. Mgr. Elsinga and November 7, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT V).

**Warfield moved to adopt Resolution No. 2014-032 which transfers tax parcels 33-25-05-11-452-001, 33-25-05-11-452-004 and 33-25-05-11-452-005 from Delhi Charter Township to the Delhi Township Downtown Development Authority.**

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Sweet, Warfield, Davis

Absent: Harmon, Ketchum

**MOTION CARRIED**

**RESOLUTION NO. 2014-033 – ACCEPTANCE OF A COMPETITIVE GRANT ASSISTANCE PROGRAM (CGAP) GRANT – FIRE DEPARTMENT BLUE CARD TRAINING**

---

The Board reviewed memorandums dated November 13, 2014 from Twp. Mgr. Elsinga and Brian Ball, Fire Chief (ATTACHMENT VI).

**Hope moved to adopt Resolution No. 2014-033 accepting the Competitive Grant Assistance Program grant from the State of Michigan Department of Treasury in the amount of \$224,800 for the Lansing Metro Command Team Development and Training.**

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Davis, Hayhoe, Hope

Absent: Harmon, Ketchum

**MOTION CARRIED**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 18, 2014**

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**RESOLUTION NO. 2014-034 – ACCEPTANCE OF A COMPETITIVE GRANT ASSISTANCE PROGRAM (CGAP) GRANT – FIRE DEPARTMENT ACTIVE VIOLENCE INCIDENT**

---

The Board reviewed memorandums dated November 13, 2014 from Twp. Mgr. Elsinga and November 14, 2014 from Brian Ball, Fire Chief (ATTACHMENT VII).

**Hayhoe moved to adopt Resolution No. 2014-034 accepting the Competitive Grant Assistance Program grant from the State of Michigan Department of Treasury in the amount of \$793,167 for the formation, equipment and training of the Lansing Regional Active Violence Medical Response Team.**

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

**2015 EMPLOYEE COMPENSATION SCHEDULE**

---

The Board reviewed a memorandum dated November 12, 2014 from Twp. Mgr. Elsinga (ATTACHMENT IX).

**Warfield moved to approve the 2015 Employee Compensation Schedule for full-time and part-time employees of Delhi Charter Township, which includes a 2.4% cost of living increase, effective January 1, 2015.**

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

Wendy Thielen, Assistant Township Manager of Human Resources, approached the Board to ask if they would like her to add a recommendation for 2015 Compensation increases for the Clerk, Treasurer and Trustees to the December 2, 2014 agenda. It was the consensus of the Board to not include this item on that agenda.

**DELTA DENTAL BENEFIT PLAN RENEWAL**

---

The Board reviewed a memorandum dated November 12, 2014 from Twp. Mgr. Elsinga (ATTACHMENT X).

**Hayhoe moved to approve the insurance renewal with Delta Dental Plan of Michigan for the 2015 and 2016 calendar years, with no change in benefit coverage for employee dental care.**

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

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 18, 2014**

---

**BLUE CROSS BLUE SHIELD HIGH DEDUCTIBLE HEALTH PLAN RENEWAL**

---

The Board reviewed a memorandum dated November 12, 2014 from Twp. Mgr. Elsinga (ATTACHMENT XI).

**Sweet moved to approve the Blue Cross Blue Shield High Deductible Health Plan Renewal for the 2015 calendar year.**

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

**REPORTS**

**CLERK**

Clerk Hope stated that he received a letter from the Glens of Willoughby Association thanking the Township Board for their help in resolving their drainage problems associated with the excessive rainfalls of 2012-2013.

**TOWNSHIP MANAGER**

Twp. Mgr. Elsinga reported that the Township supports the Holt Connect, 501(c)(6) non-profit group; however, is unable to formally provide financial and administrative support to this group.

Twp. Mgr. Elsinga stated that he met with the Ingham County Drain office to discuss a large log jam that was discovered on the Sycamore Creek which could contribute significantly to the flooding of the Sycamore Trail under the I-96 highway as well as prohibiting many stormwater outlets from draining completely. The Drain office will proceed with examining the extent of the log jam and work at remedying the problem.

**LIMITED PUBLIC COMMENTS** - None

**ADJOURNMENT**

Meeting adjourned at 7:48 p.m.

Date: December 2, 2014

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

Date: December 2, 2014

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

/af

SUBJECT TO APPROVAL

**ACCOUNTS PAYABLE APPROVAL**

November 10, 2014

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated November 10, 2014 numbered 88107 thru 88198 & ACH 3271 thru 3297. Every invoice has a payment authorizing signature(s).

Dated: November 10, 2014

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

**II. Certification of Fund Totals:**

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

General Fund	\$	114,640.20
Fire Fund		9,096.83
Police Fund		5,197.35
Fire Equip. & Apparatus Fund		2,562.03
Water Improvement Fund		2,122.00
Downtown Development Fund		9,874.27
2010 Refunding Bond		500.00
Sycamore Trail Construction		682.05
Sewer Fund		28,782.94
Local Site Remediation Fund		45,000.00
Trust & Agency Fund		2,175.00
Grand Total	\$	<u>220,632.67</u>

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

Farmer's Market Account	\$	4,033.00
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Dated: November 10, 2014

\_\_\_\_\_  
John B. Elsinga, Township Manager

**III. Approval for Distribution:** I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (None )

Dated: November 10, 2014

\_\_\_\_\_  
John B. Elsinga, Township Manager

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

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

**IV Board Audit and Approval:** At a regular meeting of the Township Board held on November 18, 2014 a motion was made by \_\_\_\_\_ and passed by \_\_\_ yes votes and \_\_\_ no votes ( \_\_\_ absent) that the list of claims dated November 10, 2014, was reviewed, audited and approved

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

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 EXP CHECK RUN DATES 11/10/2014 - 11/10/2014

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BANK OF AMERICA	GRAND HOTEL/SALES TAX REIMBUR	(57.08)
RESERVE ACCOUNT	POSTAGE & PERMITS	13,000.00
INGHAM COUNTY TREASURER	CUR REAL & PERS PROP TAX	4,847.43
INGHAM COUNTY TREASURER	2013 INTEREST	20.00
INGHAM COUNTY TREASURER	2013 ADMIN	945.09
DIEHL, LISA TRUST	ROAD SPECIAL ASSESSMENTS	942.69
HAGERMAN, HOWARD & JOAN	ROAD SPECIAL ASSESSMENTS	942.69
HARTFORD, PATRICK L & JAN	ROAD SPECIAL ASSESSMENTS	942.69
JOHNSON, PERRY M & YVONNE	ROAD SPECIAL ASSESSMENTS	942.69
MCTAGGART, MARILYN T	ROAD SPECIAL ASSESSMENTS	942.69
MEADE, MICHELLE	ROAD SPECIAL ASSESSMENTS	942.69
ONOFRYTON, JERRY K	ROAD SPECIAL ASSESSMENTS	942.69
PARKS LEGACY TITLE	ROAD SPECIAL ASSESSMENTS	942.69
PHILLIPS, FRANK & ANDREA L	ROAD SPECIAL ASSESSMENTS	942.69
TSAI, TI-DAO & HE, XIU-HONG	ROAD SPECIAL ASSESSMENTS	942.69
	Total For Dept 000.00	28,182.34
Dept 101.00 LEGISLATIVE		
BANK OF AMERICA	BUS CARDS-WARFIELD, HARMON	168.00
	Total For Dept 101.00 LEGISLATIVE	168.00
Dept 171.00 MANAGER		
ADP SCREENING & SELECTION	BACKGROUND/SUBSCRIPTION	30.11
BANK OF AMERICA	SBM MEMBERSHIP/THIELEN	35.00
BANK OF AMERICA	SHRM REGISTRATION/THIELEN	25.00
BANK OF AMERICA	IPMA MEMBERSHIP/THIELEN	149.00
BANK OF AMERICA	SOFTWARE MAINT RENEWAL/COBRA	395.00
BANK OF AMERICA	REGIONAL CHAMBER/SUMMIT ELSIN	49.00
BANK OF AMERICA	CITY OF LANSING/PARKING/SUMMIT	8.00
BANK OF AMERICA	CITY OF LANSING/PARKING/SUMMIT	8.00
	Total For Dept 171.00 MANAGER	699.11
Dept 191.00 ACCOUNTING		
MGFOA	MEMBERSHIP RENEWAL/MEREDITH	100.00
	Total For Dept 191.00 ACCOUNTING	100.00
Dept 215.00 CLERK		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	54.98
BANK OF AMERICA	IIMC MEMBERSHIP/FINCH	95.00
	Total For Dept 215.00 CLERK	149.98

Dept 228.00 INFORMATION TECHNOLOGY

BANK OF AMERICA	DESKTOP PASSWORD STORAGE	21.19
BANK OF AMERICA	LASERJET TONER CARTRIDGE	62.92
BANK OF AMERICA	2 - 4GB PORTABLE FLASH DRIVES	14.66
BANK OF AMERICA	USB TO LIGHTNING IPHONE CABLES	18.04
BANK OF AMERICA	2 - 4GB COMPLACT FLASH CARDS	20.74
BANK OF AMERICA	HP LASER TONER CARTRIDGE	39.99
BANK OF AMERICA	CREDIT SALES TAX	(1.20)
BANK OF AMERICA	REMOTE ACCESS SOFTWARE	66.00
BANK OF AMERICA	TRANSACTION FEE	0.53
DELHI CHARTER TOWNSHIP-I.T.	3' USB EXTENSION CABLE CORD	3.50
DELHI CHARTER TOWNSHIP-I.T.	FEE	0.10
DELHI CHARTER TOWNSHIP-I.T.	MALE M TO MALE EXTENSION CABLE C	5.96
DELHI CHARTER TOWNSHIP-I.T.	USB TO 36 PIN FEMALE PARALLEL	6.96
DELHI CHARTER TOWNSHIP-I.T.	6' & 15' MALE CABLE CORDS	12.66
DELHI CHARTER TOWNSHIP-I.T.	TONER CARTRIDGE FOR HP	84.25
DELHI CHARTER TOWNSHIP-I.T.	DUAL PACK TONER CARTRIDGE	159.99
BANK OF AMERICA	LENOVO LAPTOP EXTENDED SERV	87.00
BANK OF AMERICA	LAPTOP COMPUTER/FIRE DEPT	680.00
DELHI CHARTER TOWNSHIP-I.T.	LASERJET PRINTER/TREASURER	534.99
Total For Dept 228.00 INFORMATION TECHNOLOGY		1,818.28

Dept 253.00 TREASURERS

PROGRESSIVE IMPRESSIONS	2014 WINTER TAX BILL POSTAGE	4,200.00
ASSOC PUBLIC TREASURERS	MEMBERSHIPS DUES/TEBEAU	185.00
RICOH USA, INC.	COPIER MAINT AGREEMENT	249.39
DELHI TOWNSHIP TREASURER	TAX DAY PIZZA & SALES TAX	32.46
BANK OF AMERICA	BAVARIAN INN/MMTA CONFERENCE	330.75
Total For Dept 253.00 TREASURERS		4,997.60

Dept 257.00 ASSESSING

DBI BUSINESS INTERIORS	STAMP-HUDSON	19.99
THRUN LAW FIRM, P.C.	LEGAL FEES/OCTOBER	5,925.01
STATE OF MICHIGAN	MAAO CERTIFICATION FEE/MUNSON	175.00
STATE OF MICHIGAN	MAAO CERTIFICATION FEE/HUDSON	175.00
STATE OF MICHIGAN	MAAO CERTIFICATION FEE/TOBIAS	175.00
VERTALKA & VERTALKA, INC.	APPRAISAL SERVICES/W HARPER	2,400.00
RICOH USA, INC.	COPIER MAINT AGREEMENT	249.39
DELHI TOWNSHIP TREASURER	LUNCH/HUDSON	15.00
Total For Dept 257.00 ASSESSING		9,134.39

Dept 262.00 ELECTIONS

ACE HARDWARE	4 ROPES	35.96
ELECTION SOURCE	10 OPTECH THERMAL ROLLS	30.41
LOWE'S CREDIT SERVICES	2 CLAMP ON TABLE LAMPS	34.14
MI ELECTION RESOURCES	I VOTED STICKERS & FREIGHT	114.11
PRINTING SYSTEMS, INC.	1,000 SECRECY ENVELOPES	142.13
DELHI TOWNSHIP TREASURER	POSTAGE FOR 5 AV BALLOTS	7.67
ELECTION SOURCE	BALLOT CHARTS	82.50
Total For Dept 262.00 ELECTIONS		446.92

Dept 265.00 BUILDING & GROUNDS

LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	160.75
THE SALT STORE, INC.	SIDEWALK SAFE DEICER	6,405.77
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION/CSC	317.00
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION/FIRE	2.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
SCHAFFER'S INC.	MOWING 2045 CEDAR	103.50
SCHAFFER'S INC.	MOWING CORNER OF EIFERT & HOLT	34.50
SCHAFFER'S INC.	MOWING 5054 HOLT	34.50
SCHAFFER'S INC.	MOWING 4904 HOLT	34.50
METRONET LONG DISTANCE	LONG DISTANCE-OCTOBER	29.11
TDS METROCOM	LOCAL SERVICE-OCTOBER	1,121.97
BANK OF AMERICA	20 RECYCLE BOXES & FREIGHT	186.86
Total For Dept 265.00 BUILDING & GROUNDS		9,405.46

Dept 276.00 CEMETERY

LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	62.41
SCHAFFER'S INC.	3 YDS SCREENED TOP SOIL	39.00
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION/	36.00
Total For Dept 276.00 CEMETERY		137.41

Dept 281.00 STORMWATER

LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	54.85
Total For Dept 281.00 STORMWATER		54.85

Dept 446.00 INFRASTRUCTURE

BOARD OF WATER & LIGHT	STREETLIGHTS/OCTOBER	7,270.35
CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	20,997.62
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	117.08
DELHI TOWNSHIP TREASURER	SIDEWALK EASEMENT	23.00
THRUN LAW FIRM, P.C.	RAM TRAIL/LEGAL FEES/OCTOBER	1,479.80
DELHI TOWNSHIP TREASURER	RAM TRAIL EASEMENT	90.90
DELHI TOWNSHIP TREASURER	RAM TRAIL EASEMENT	56.00
Total For Dept 446.00 INFRASTRUCTURE		30,034.75

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BANK OF AMERICA	NOTICE OF VIOLATION #10 WINDOW	164.18
LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	187.94
THRUN LAW FIRM, P.C.	LEGAL FEES/OCTOBER	271.80
ASSOCIATED GOVERNMENT	AGS PAYROLL 9/15-10/16/2014	2,228.00
METRONET LONG DISTANCE	LONG DISTANCE-OCTOBER	8.00
VERIZON WIRELESS	CELLULAR/OCTOBER	8.71
TDS METROCOM	LOCAL SERVICE-OCTOBER	55.80
SCHAFFER'S INC.	ABATEMENT/4240 WATSON AVE	277.65
SCHAFFER'S INC.	ABATEMENT/2495 CEDAR ST	111.60
SCHAFFER'S INC.	MOWING 1336 HOSTA	51.75
BANK OF AMERICA	MI ASSOC OF PLANNING/CONF	425.00
BANK OF AMERICA	THUNDERBIRD INN/CONFERENCE	55.49
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		3,845.92

Dept 752.00 PARKS ADMINISTRATION

METRONET LONG DISTANCE	LONG DISTANCE- OCTOBER	0.67
VERIZON WIRELESS	CELLULAR/OCTOBER	7.80
TDS METROCOM	LOCAL SERVICE-OCTOBER	98.46
TDS METROCOM	OCTOBER LOCAL SERVICE SR CTR	298.98
Total For Dept 752.00 PARKS ADMINISTRATION		405.91

Dept 771.00 PARKS

LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	571.96
LOWE'S CREDIT SERVICES	10 LB SPOOL	62.68
MENARDS LANSING SOUTH	RATCHET	14.98
ACE HARDWARE	8 MISC. MDSE./1 SHARPIE MARKER	5.59
THE SALT STORE, INC.	SIDEWALK SAFE DEICER	2,260.86
AMERICAN RENTAL	PORTABLE TOILETS	265.00
AMERICAN RENTAL	PORTABLE TOILET	70.00
MODEL COVERALL SERVICE	UNIFORM PANTS	23.67
MODEL COVERALL SERVICE	UNIFORM PANTS	29.11
BOARD OF WATER & LIGHT	WATER 4030 KELLER	63.51
BOARD OF WATER & LIGHT	WATER 4050 KELLER	144.24
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	95.51
ACE HARDWARE	2 PVC PLUGS/2 KEYS	6.66
ACE HARDWARE	1 GALV CAP	4.99
ACE HARDWARE	2 BRASS UNION/2 GALV NIPPLES	35.55
ACE HARDWARE	CREDIT	(25.98)
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION	51.00
MENARDS LANSING SOUTH	PVC PIPE/VALVE/MALE ADAP	19.64
MENARDS LANSING SOUTH	BUBBLE WRAP	25.78
MENARDS LANSING SOUTH	BUBBLE WRAP	32.91
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SR CENTER	260.00
SAFETY SYSTEMS, INC	2 SERVICE TO REPLACE MOTION	310.70
SCHAFFER'S INC.	1 YD COMPOST	16.00
BANK OF AMERICA	DOG WASTE CONTAINERS & BAGS	967.16
GRAINGER	SWITCH AUTOMATIC	105.45
GRAINGER	SUMP PUMP 3/10HP	195.50
GRAINGER	CREDIT	(195.50)
GRAINGER	PUMP, EFFLUENT, 1/2HP	430.25
DELHI CHARTER TOWNSHIP	AMERICAN BEAUTY TURF/SOD	54.00
E.D.S. IRRIGATION, LLC	WINTERIZE PARKS IRRIGATION SYS	463.00
MENARDS LANSING SOUTH	12 OZ STONE PEBBLE & 1 QT ACID	13.96
MENARDS LANSING SOUTH	HEAT TAPE/BUBBLE WRAP/	45.76
SCHAFFER'S INC.	COMPOST	16.00
BOBCAT OF LANSING	ANTIFREEZE	34.54
BOBCAT OF LANSING	MIRROR & FILTER	100.25
Total For Dept 771.00 PARKS		6,574.73

Dept 774.00 RECREATION

D & M SILKSCREENING	FALL SOFTBALL T-SHIRTS	36.00
ACE HARDWARE	FIELD STRIPING PAINT	42.45
PIONEER ATHLETICS	WHITE BRITE STRIPE 5 GL PAINT	541.10
SCOTT R. BLANKENSHIP	OFFICIAL FLOOR HOCKEY	180.00
JEFF BRYAN	OFFICIAL FLOOR HOCKEY	90.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
ANDREW MURRAY	OFFICIAL FLOOR HOCKEY	75.00
STEVEN E. ROGERS	OFFICIAL FLOOR HOCKEY	225.00

ZACH VANLIEW	OFFICIAL FLOOR HOCKEY	30.00
ACE HARDWARE	5 WHITE ELECTRICAL TAPE	24.95
ACE HARDWARE	HARDWARE TO HANG DECORATIONS	136.35
BRONNER'S CHRISTMAS	STREETLIGHT GARLAND	3,182.40
BRONNER'S CHRISTMAS	STREETLIGHT GARLAND TIES	356.00
BRONNER'S CHRISTMAS	STREETLIGHT GARLAND SHIPPING	273.00
BRONNER'S CHRISTMAS	WIRE HARNESS FOR TREE TOP STAR	101.00
BRONNER'S CHRISTMAS	WHITE LED LIGHTS	252.00
BRONNER'S CHRISTMAS	SHIPPING/WIRE HARNESS, LED LIGHTS	15.00
DELHI CHARTER TOWNSHIP	QUALITY DAIRY/ICE	7.78
DELHI CHARTER TOWNSHIP	QUALITY DAIRY/ICE	11.67
Total For Dept 774.00 RECREATION		5,679.70

Dept 850.00 OTHER FUNCTIONS

BANK OF AMERICA	9V, AA & AAA BATTERIES	47.45
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	628.57
THRUN LAW FIRM, P.C.	LEGAL FEES/OCTOBER	2,835.64
MEDICAL MANAGEMENT SYS	OCTOBER AMBULANCE BILLING FEE	4,706.13
BANK OF AMERICA	DM500 FEEDER MAINT 11/1/-10/31/15	645.00
BANK OF AMERICA	DM500 BASE MAINT 11/1/-10/31/15	464.00
RICOH USA, INC.	COPIER MAINT AGREEMENT	119.94
BANK OF AMERICA	POSTAGE METER RENTAL 7/16/-11/15	150.00
BANK OF AMERICA	POSTAGE METER RENTAL 11/16-5/15	150.00
BANK OF AMERICA	AT&T LED SIGN 10/16/14-11/15/14	64.48
BANK OF AMERICA	WUFOO SUBSCRIPTION	9.00
BANK OF AMERICA	GIS WEB HOSTING 10/10/14-11/9/14	1.00
BANK OF AMERICA	MUSIC SERVICE/CSC	24.95
DELHI TOWNSHIP TREASURER	REFRESHMENTS/QUARTERLY MTG	28.76
INGHAM COUNTY TREASURER	2014 PROPERTY TAX FORECLOSURE	2,856.99
INGHAM COUNTY TREASURER	TAX ADJUSTMENTS TO COUNTY/TWP	72.94
Total For Dept 850.00 OTHER FUNCTIONS		12,804.85

Total For Fund 101 GENERAL FUND 114,640.20

Fund 206 FIRE FUND

Dept 000.00

BANK OF AMERICA	CONFERENCE LODGING/BALL	165.74
INGHAM COUNTY TREASURER	FIRE FUND	1,687.35
Total For Dept 000.00		1,853.09

Dept 336.00 FIRE DEPARTMENT

DBI BUSINESS INTERIORS	OFFICE SUPPLIES	27.02
PAPER IMAGE PRINTING	FIRE SIGNS	85.83
HAWK LABELING SYSTEMS	LABELING TAPE	125.20
LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	1,601.92
LIFEGAS LLC	OXYGEN	161.16
LIFEGAS LLC	CYLINDER RENTAL	278.56
MICHIGAN STATE UNIVERSITY	MEDICAL SUPPLIES	786.25
MOORE MEDICAL, LLC	MEDICAL SUPPLIES & FUEL CHARGE	735.26

THRUN LAW FIRM, P.C.	LEGAL FEES/OCTOBER	671.10
CALLBACK STAFFING SOLUT	CALL BACK STAFFING/NOVEMBER	99.99
CLIA LABORATORY PROGRAM	CLIA LABORATORY CERTIFICATE	150.00
METRONET LONG DISTANCE	LONG DISTANCE-OCTOBER	2.79
VERIZON WIRELESS	CELLULAR/OCTOBER	179.68
TDS METROCOM	LOCAL SERVICE-OCTOBER	41.41
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	63.97
CONSUMERS ENERGY	GAS 6139 BISHOP	25.27
ADP SCREENING & SELECTION	BACKGROUND/SUBSCRIPTION	119.78
BANK OF AMERICA	SD CARDS FOR TRAIL CAMERAS	29.99
BANK OF AMERICA	PORTFOLIO WRITING PAD	55.98
BANK OF AMERICA	CARD HOLDER FOR CAMERA CARD	11.45
BANK OF AMERICA	BASIC STRATEGIC PLANNING BOOK	58.75
BANK OF AMERICA	LUNCH/BALL	8.95
BANK OF AMERICA	DONUTS & CIDER FOR OPEN HOUSE	54.91
BANK OF AMERICA	DONUTS FOR OPEN HOUSE	22.14
BANK OF AMERICA	HOT DOGS FOR OPEN HOUSE	60.06
ACE HARDWARE	MISC HARDWARE	40.98
DELHI TOWNSHIP TREASURER	BREAKFAST/BUTCHER	6.00
DELHI TOWNSHIP TREASURER	BREAKFAST/BUTCHER	6.00
BANK OF AMERICA	CONFERENCE LUNCH/BALL	14.11
BANK OF AMERICA	CONFERENCE DINNER/BALL	12.54
BANK OF AMERICA	CONFERENCE GASOLINE	47.00
BANK OF AMERICA	CONFERENCE LUNCH/BALL	21.70
BANK OF AMERICA	CONFERENCE GASOLINE	36.52
BANK OF AMERICA	CONFERENCE GASOLINE	36.76
BANK OF AMERICA	CONFERENCE LODGING/PRIESE	165.74
E.M.S. EDUCATION	44 HEALTH CARE PROVIDER CPR	286.00
BANK OF AMERICA	LIGHT STICKS	1,031.78
BANK OF AMERICA	INTERNATIONAL TRAN. FEE	8.25
BANK OF AMERICA	FIRE PREVENTION SIGNS	20.00
BANK OF AMERICA	13' ESCAPE LADDER/SMOKE CO	52.94
	Total For Dept 336.00 FIRE DEPARTMENT	<u>7,243.74</u>
	Total For Fund 206 FIRE FUND	<u>9,096.83</u>
Fund 207 POLICE FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	POLICE FUND	<u>1,687.35</u>
	Total For Dept 000.00	1,687.35
Dept 301.00 POLICE		
THRUN LAW FIRM, P.C.	LEGAL FEES/OCTOBER	<u>3,510.00</u>
	Total For Dept 301.00 POLICE	3,510.00
	Total For Fund 207 POLICE FUND	<u>5,197.35</u>
Fund 211 FIRE EQUIP. & APPARATUS FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	FETA FUND	<u>562.46</u>
	Total For Dept 000.00	562.46

Dept 339.00 EQUIPMENT & APPARATUS

BANK OF AMERICA	UPS SHIPPING	7.17
BANK OF AMERICA	UPS SHIPPING	59.32
BANK OF AMERICA	UPS SHIPPING	20.75
BANK OF AMERICA	UPS SHIPPING	18.26
FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	491.00
BANK OF AMERICA	RESCUE CLIP & SHIPPING	66.55
BANK OF AMERICA	6 PK RATCHET STRAP SET/TANK	369.99
RESCUE RESOURCES LLC	HYDRAULIC CORD CAPS #999	55.00
ACE HARDWARE	MISC HARDWARE/UNIT #409	14.97
LAFONTAINE FORD, INC	LOF/NEW TIRES-2013 FORD	896.56
Total For Dept 339.00 EQUIPMENT & APPARATUS		<u>1,999.57</u>

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 2,562.03

Fund 225 WATER IMPROVEMENT FUND

Dept 536.00 ADMINISTRATION & CONSTRUCTION

TRI-COUNTY REGIONAL	GMB MEMBERSHIP	2,122.00
Total For Dept 536.00 ADMINISTRATION & CONSTRUCTION		<u>2,122.00</u>

Total For Fund 225 WATER IMPROVEMENT FUND 2,122.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

TODD DELO	VENDOR PAYMENT/OCTOBER 2014	35.00
KOLACHE KITCHEN	VENDOR PAYMENT/OCTOBER 2014	178.00
CARRIE PEARSON	VENDOR PAYMENT/OCTOBER 2014	6.00
ANNA PRYOR	VENDOR PAYMENT/OCTOBER 2014	10.00
SANDRA SIEMON	VENDOR PAYMENT/OCTOBER 2014	3.00
LINETTE SILVERNAIL	VENDOR PAYMENT/OCTOBER 2014	34.00
WILLOW BLOSSOM FARMS	VENDOR PAYMENT/OCTOBER 2014	110.00
DENISE A. BRZOZOWSKI	VENDOR PAYMENT/OCTOBER 2014	37.00
CORINNE P. CARPENTER	VENDOR PAYMENT/OCTOBER 2014	17.00
KEVIN E. COSGROVE	VENDOR PAYMENT/OCTOBER 2014	121.00
OFILIA DIAZ	VENDOR PAYMENT/OCTOBER 2014	74.00
TIMOTHY JON FALSETTA	VENDOR PAYMENT/OCTOBER 2014	109.00
TAMARA FORD	VENDOR PAYMENT/OCTOBER 2014	85.00
JERRY & JACKIE GODDARD	VENDOR PAYMENT/OCTOBER 2014	337.00
DENNIS C. GREENMAN	VENDOR PAYMENT/OCTOBER 2014	534.00
GWENDOLYN V. KATO	VENDOR PAYMENT/OCTOBER 2014	59.00
FRED LONG	VENDOR PAYMENT/OCTOBER 2014	69.00
TRAVIS NIGHTENGALE	VENDOR PAYMENT/OCTOBER 2014	26.00
OTTO'S POULTRY, INC	VENDOR PAYMENT/OCTOBER 2014	1,212.00
JENNIFER ROTIER	VENDOR PAYMENT/OCTOBER 2014	87.00
RUSSELL ROWE	VENDOR PAYMENT/OCTOBER 2014	396.00
MAI KOU VANG	VENDOR PAYMENT/OCTOBER 2014	102.00
Total For Dept 000.00		<u>3,641.00</u>

Dept 728.00 DDA ADMINISTRATION

THRUN LAW FIRM, P.C.	LEGAL FEES OCTOBER	495.90
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION	6.00
RICHARD A. COOLEY	1600/1694 CEDAR DEV. FEASIBILITY	1,085.50

C. HOWARD HAAS	CELL PHONE REIMBURSE/HAAS	75.00
METRONET LONG DISTANCE	LONG DISTANCE-OCTOBER	5.57
TDS METROCOM	LOCAL SERVICE-OCTOBER	126.70
Total For Dept 728.00 DDA ADMINISTRATION		<u>1,794.67</u>
Dept 729.00 DDA MARKETING & PROMOTION		
BANK OF AMERICA	BAGELS & OJ	34.32
BANK OF AMERICA	COFFEE-MAGNUM TO GO	39.99
BANK OF AMERICA	TRAIL MIX INGREDIENTS & SHIPPING	194.34
B & D ELECTRIC, INC.	INSTALL SPOT LIGHTS	2,540.00
BANK OF AMERICA	FARMERS MARKET ASPHALT PATCH	64.06
BANK OF AMERICA	CIDER & PUNCH	11.96
BANK OF AMERICA	COLORED LED FLOODLIGHTS	619.98
ACD.NET, INC.	WIFI 11/1-12/1/14	69.95
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION/FARM	2.00
TIMOTHY JON FALSETTA	DOUBLE UP BUCKS/OCTOBER 2014	68.00
DENNIS C. GREENMAN	DOUBLE UP BUCKS/OCTOBER 2014	220.00
TRAVIS NIGHTENGALE	DOUBLE UP BUCKS/OCTOBER 2014	2.00
RUSSELL ROWE	DOUBLE UP BUCKS/OCTOBER 2014	102.00
Total For Dept 729.00 DDA MARKETING & PROMOTION		<u>3,968.60</u>
Dept 731.00 DDA INFRASTRUCTURE PROJECTS		
E.D.S. IRRIGATION, LLC	WINTERIZATION AT HOLT/CEDAR ST	50.00
Total For Dept 731.00 DDA INFRASTRUCTURE PROJECTS		<u>50.00</u>
Dept 850.00 OTHER FUNCTIONS		
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF-DDA	420.00
Total For Dept 850.00 OTHER FUNCTIONS		<u>420.00</u>
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		<u><u>9,874.27</u></u>
Fund 393 2010 REFUNDING BOND DEBT RETIREMENT		
Dept 905.00 DEBT SERVICE		
US BANK	PAYING AGENT FEES	500.00
Total For Dept 905.00 DEBT SERVICE		<u>500.00</u>
Total For Fund 393 2010 REFUNDING BOND DEBT RETIREMENT		<u><u>500.00</u></u>
Fund 410 SYCAMORE TRAIL CONSTR FUND		
Dept 902.00 CAPITAL OUTLAY		
INGHAM COUNTY DRAIN COMM	ICDC INSPECTION FEES FOR TRAIL	682.05
Total For Dept 902.00 CAPITAL OUTLAY		<u>682.05</u>
Total For Fund 410 SYCAMORE TRAIL CONSTR FUND		<u><u>682.05</u></u>
Fund 590 SEWAGE DISPOSAL SYSTEM		
Dept 000.00		
INGHAM COUNTY TREASURER	2014 PROPERTY TAX FORECLOSURES	1,763.72
Total For Dept 000.00		<u>1,763.72</u>
Dept 548.00 ADMINISTRATION & OVERHEAD		
THRUN LAW FIRM, P.C.	LEGAL FEES/OCTOBER	205.20
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		<u>205.20</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

LANSING ICE & FUEL CO	GASOLINE 10/16 THRU 10/31/14	1,613.21
MODEL COVERALL SERVICE	STAFF UNIFORMS	70.87
MODEL COVERALL SERVICE	STAFF UNIFORMS	86.13
MODEL COVERALL SERVICE	STAFF UNIFORMS	154.87
MODEL COVERALL SERVICE	STAFF UNIFORMS	86.13
LOWE'S CREDIT SERVICES	100 PK OF 8" 75LBS WIRE TIES	67.90
WHEELER FARMS, INC	USED GRINDER/MIXER - SCRAPPY	2,000.00
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	855.00
ALS LABORATORY GROUP	OFF SITE LAB TESTING/IPP	200.00
KAR LABORATORIES, INC.	MERCURY TESTING	300.00
KAR LABORATORIES, INC.	EFFLUENT TESTING	300.00
ENVIRONMENTAL RESOURCES M	CHRONIC TOXICITY TEST	975.00
RED WING SHOES	SAFETY BOOTS/KEELEY	165.74
RED WING SHOES	SAFETY BOOTS/DEYOUNG-GARLOCK	318.73
PROGRESSIVE IMPRESSIONS	OCTOBER SEWER BILLS	535.61
UNITED PARCEL SERVICE	SHIPPING CHARGES/INFLUENT	102.43
UNITED PARCEL SERVICE	SHIPPING CHARGES	38.24
GRANGER	GREASE HAUL	87.50
BANK OF AMERICA	OTTERBOX HOLSTER FOR RANES	50.99
METRONET LONG DISTANCE	LONG DISTANCE- OCTOBER	8.18
VERIZON WIRELESS	CELLULAR/OCTOBER	5.04
COMCAST	HIGH SPEED INTERNET/POTW	137.85
COMCAST	HIGH SPEED INTERNET/MAINT	127.85
TDS METROCOM	LOCAL SERVICE-OCTOBER	383.59
CONSUMERS ENERGY	ELECTRIC-4000 N MICHIGAN#B	140.20
CONSUMERS ENERGY	ELECTRIC-1988 WAVERLY	611.21
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	48.20
CONSUMERS ENERGY	GAS-1988 WAVERLY	22.96
BANK OF AMERICA	STAPLE GUN & NO HUNTING SIGNS	92.22
BRADY LAWN EQUIPMENT	3 SCAG BAGGER ASSY	255.00
COTTAGE GARDENS	PLANTS & SHRUBS/RECYCLE CTR	535.00
ACE HARDWARE	PAINT & SUPPLIES/SHOP DOOR MTC	58.95
ACE HARDWARE	PAINT ROLLER/SHOP DOOR MTC	5.99
METAL FRAMES, INC	DOOR AND HARDWARE	581.10
THE SALT STORE, INC.	SIDEWALK SAFE DEICER	2,637.67
BANK OF AMERICA	2 RELAYS & SHIPPING/DCC L.S.	298.29
ACE HARDWARE	HOSE FOR DISCHARGE PUMP	11.20
ACE HARDWARE	2 UTILITY HEATERS/LS	75.98
INTERSTATE BATTERIES OF	BATTERY/DELL RD LS	149.60
BANK OF AMERICA	WELDING SUPPLIES	111.51
BANK OF AMERICA	WINCH FOR BOBCAT SNOWBLOWER	80.48
BANK OF AMERICA	NUTS/BOLTS/WIRE TIES	43.84
BANK OF AMERICA	STAINLESS STEEL COUPLINGS	15.18
BANK OF AMERICA	ADAPTER/COUPLING/TAPE	7.93
BANK OF AMERICA	SMC REFRIGERATED DRYER	793.79
GRAINGER	PRIMARY SAMPLE PUMP	283.25
ACE HARDWARE	CAULK/BATTERIES FOR BOD PROBE	21.96
BOBCAT OF LANSING	BOBCAT PLOW COUPLING	69.98
FILTRATION SYSTEMS	PMO-600-QW-P2-32 FILTER	2,840.00
FILTRATION SYSTEMS	EST SHIPPING	114.54
SIEMENS INDUSTRY, INC.	REPAIR DIGESTER BOILER	708.00
BARNHART & SON, INC.	LIMESTONE PAD/POTW LAGOONS	5,131.13
BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECT/POTW	510.00

BOYNTON FIRE SAFETY SERV	ANNUAL FIRE EXT INSPECTION/MTC	152.00
E.D.S. IRRIGATION, LLC	WINTERIZATION AT POTW	100.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MTC	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
BANK OF AMERICA	MWEA REGISTRATION/DIORKA-RANE	250.00
BANK OF AMERICA	MWEA REGISTRATION/3	375.00
BANK OF AMERICA	WEF REGISTRATION/NEEB	116.00
BANK OF AMERICA	MWEA REGISTRATION/SMITH	125.00
BANK OF AMERICA	MWEA REGISTRATION/DIORKA,BRYANT	250.00
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		26,814.02
Total For Fund 590 SEWAGE DISPOSAL SYSTEM		28,782.94
Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND		
Dept 735.00 LOCAL SITE REMEDIATION		
PARSONS BRINCKERHOFF	ENVIRONMENTAL CONSULTING	45,000.00
Total For Dept 735.00 LOCAL SITE REMEDIATION		45,000.00
Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND		45,000.00
Fund 701 TRUST & AGENCY FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	TRAILER PARK FEES SEPTEMBER	2,095.00
GREATER LANS MONUMENT	NICHE LETTERING-LECHLITNER	80.00
Total For Dept 000.00		2,175.00
Total For Fund 701 TRUST & AGENCY FUND		2,175.00
Total For All Funds:		220,632.67

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated November 6, 2014**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 107315 through 107355 & direct deposits numbers: DD19103 through DD19194. The payroll was prepared in accordance with established payroll rates and procedures. The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

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

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: November 6, 2014

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

**II. Payroll Report**

The November 6, 2014 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$75,521.24	\$21,712.57	\$53,808.67
Fire Dept. Fund	60,202.85	17,805.92	\$42,396.93
DDA	4,211.56	940.45	\$3,271.11
Sewer Fund/Receiving	37,972.23	10,839.79	\$27,132.44
<b>Total Payroll</b>	<b>\$177,907.88</b>	<b>\$51,298.73</b>	<b>\$126,609.15</b>
	<b>Township FICA</b>	<b>Township RHS &amp; Pension Plan</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$5,519.30	\$5,553.12	\$32,784.99
Fire Dept. Fund	4,458.30	3,464.29	25,728.51
DDA	152.63	82.04	1,175.12
Sewer Fund/Receiving	2,814.64	2,963.78	16,618.21
<b>Total Payroll</b>	<b>\$12,944.87</b>	<b>\$12,063.23</b>	<b>\$76,306.83</b>

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

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on November 6, 2014 and identified as follows:

**11/06 Net Pay Disbursement in Common Savings (\$126,609.15)**

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

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on November 18, 2014, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated November 6, 2014 was reviewed, audited, and approved.

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

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

**DELHI CHARTER TOWNSHIP****MEMORANDUM**

**TO:** Delhi Township Board Members

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

**DATE:** November 7, 2014

**RE:** Interagency Cash Transfer Agreement between Delhi Township and Michigan Rehabilitation Services

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Enclosed for your review and approval is an "Interagency Cash Transfer Agreement" between Delhi Township and Michigan Rehabilitation Services (MRS) for the fiscal year 2014-2015. This Agreement mirrors the ones approved by the Board for the 2013 and 2014 State of Michigan fiscal years.

The purpose of this Agreement is to enable the Township to provide MRS non-federal share monies (\$15,600) as a match for MRS to receive federal funding (\$42,178). Together these funds (\$57,778) support a cooperative relationship between MRS and the Township to improve vocational rehabilitation services to persons with disabilities with the ultimate goal of achieving successful employment. This program will also ensure the provisions of independent living services are available to MRS customers if needed.

The primary role of Delhi Township is to act as the fiduciary agent and transfer only those funds received (\$15,600) from the Capital Area Center for Independent Living (CACIL) to ensure MRS receives their federal funding support. No other source of Township funds can be used for the purposes of this Agreement.

**Recommended Motion:**

**To approve the Interagency Cash Transfer Agreement between Delhi Charter Township and Michigan Rehabilitation Services and authorize the Township Manager to execute the Agreement on behalf of the Township.**

## INTERAGENCY CASH TRANSFER AGREEMENT

This Agreement is entered into between the designated State unit and the state or local public agency named below:	
DESIGNATED STATE UNIT NAME: <b>Michigan Rehabilitation Services (MRS)</b>	
STATE OR LOCAL PUBLIC AGENCY NAME: <b>Delhi Charter Township</b>	
AGREEMENT TYPE: New: <input type="checkbox"/> Continuation: <input checked="" type="checkbox"/>	
AGREEMENT BEGIN AND END DATE: <b>October 01, 2014 to September 30, 2015</b>	FISCAL YEAR APPROPRIATE TO THIS DOCUMENT: <b>2015</b>
GRAND TOTAL OF THIS AGREEMENT: <b>57,778</b>	AGREEMENT TITLE: <b>Delhi Charter Township</b>

This Interagency Cash Transfer Agreement (Agreement) is created and agreed to by MRS and the state or local public agency designated above (Parties) to enhance and improve the provision of vocational rehabilitation services to individuals who meet the following MRS eligibility criteria, as set forth in 34 CFR 361.42(a)(1):

- (i) A determination by qualified personnel (employed by the designated State unit) that the applicant has a physical or mental impairment.
- (ii) A determination by qualified personnel (employed by the designated State unit) that the applicant's physical or mental impairment constitutes or results in a substantial impediment to employment for the applicant.
- (iii) A determination by a qualified vocational rehabilitation counselor employed by the designated State unit that the applicant requires vocational rehabilitation services to prepare for, secure, retain, or regain employment consistent with the applicant's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.
- (iv) A presumption, in accordance with paragraph (a)(2) of this section, that the applicant can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.

The provision of vocational rehabilitation services through this Agreement must be consistent with the MRS FY 2015 State Plan, including but not limited to implementation of an Order of Selection for Services (OSS) [34 CFR 361.36(d)(1)]. The requirements

specified in the MRS State Plan on file with the United States Department of Education, Rehabilitation Services Administration will apply to all funds associated with this Agreement.

## **I. Purpose of this Agreement**

The purpose of this Agreement is to set forth the terms and conditions under which the above referenced state or local public agency will provide non-Federal share as an allowable source of match as referenced in the Education Department General Administrative Regulations (EDGAR) provision at 34 CFR 80.24(a)(1).

## **II. Description of the Program**

### **A. Purpose of the Program**

#### **1. Purpose Statement**

The purpose of this program is to support a cooperative relationship between MRS and Delhi Charter Township to increase and improve vocational rehabilitation services to persons with disabilities.

This program results in the provision of a full range of vocational rehabilitation services to customers with disabilities as applicable. It is the goal of this program that eligible individuals achieve successful employment outcomes.

#### **2. Target Population**

This program targets the general population with disabilities. Services will not be extended to or include non-MRS customers.

#### **3. Target Geographic Area**

Delhi Charter Township, Clinton, Eaton, Ingham and Shiawassee Counties.

#### **4. Outcome Goals**

Based on MRS Service categories, the parties have mutually agreed on the following outcome goals:

- Total number of participants to be served – 36
- Applications – 24
- Closed successful – 12

### **B. Scope of Vocational Rehabilitation Services to be Provided Under the Program**

#### **1. Description of Services**

MRS may provide, arrange or purchase vocational rehabilitation services necessary for determining eligibility, priority for service, and vocational rehabilitation needs.

MRS may provide, arrange or purchase those vocational rehabilitation services related to an Individualized Plan for Employment necessary to assist the individual in preparing for, securing, retaining, or regaining an employment outcome in an integrated setting that is consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

Additionally, the Parties have identified the following VR service(s) as integral to achieving the program outcome goals: This program will also ensure the provision of independent living services are available to MRS customers if needed and identified in an Individual Plan for Employment.

## C. Role of Each Participating Agency in the Provision of Services

### 1. Role of MRS

Rosanne Renauer, District Manager will serve as the primary administrative contact for MRS.

To achieve the outcome goals for this program:

- a. MRS staff will be responsible for assigning professional staff, as required, to accomplish the goals and administration of the agreement.
- b. Applicable work flow processes include: The primary role of MRS is to act as the program manager in the delivery of vocational rehabilitation services to customers with disabilities.
- c.  Training is not anticipated  
 Training will be provided in the following area(s): NA

### 2. Role of state or local public agency

John Elsinga, Delhi Charter Township Manager will serve as the primary administrative contact for the state or local public agency.

To achieve the outcome goals for this program:

- a. State or local public agency staff will be responsible for assigning professional staff, as required, to accomplish the goals and administration of the agreement.
- b. Applicable work flow processes include: Delhi Charter Township may refer individuals with a perceived disability for determination of eligibility, priority for service and vocational rehabilitation.

The Charter Township of Delhi is to act as the fiduciary agent and transfer state or local funds in accordance with the terms of this interagency cash transfer agreement. The Charter Township of Delhi shall only be responsible for transferring non-federal funds that are

designated for this purpose and in accordance with this agreement. This Agreement shall be contingent on the availability of funds.

The Charter Township of Delhi shall have no duties, responsibilities or obligations under this Agreement except as clearly and expressly described in this Agreement.

The Charter Township of Delhi shall not be answerable or liable for other than its gross negligence or willful misconduct.

The Charter Township of Delhi shall be protected in acting upon any paper or document believed by it to be genuine and to have been signed by the proper person or persons and shall not be held to have notice of any change of authority of any person, until receipt of written notice thereof from MRS.

The Charter Township of Delhi shall not be under any obligation to prosecute any action or suit in any way related to this Agreement which, in its sole judgment, may involve it in expense or liability.

The Charter Township of Delhi shall not be responsible for any failure or delay in the performance of its obligations under this Agreement arising out of, or caused, directly or indirectly, by circumstances beyond its reasonable control.

- c.  Training is not anticipated  
 Training will be provided in the following area(s): NA

#### D. Quality Assurance Activities

##### 1. Data Sharing & Reporting Plan

At a minimum, the Parties have agreed to exchange the following data set(s): The MRS Lansing District Office Manager or representative will provide information to Delhi Charter Township, as requested and required, on an annual basis. This data consists of the number of individuals served, expenditures, services provided, and outcome status.

The primary administrative contacts or their designees will complete this activity  
 Monthly  Quarterly  Biannually  Other: Annually

##### 2. Progress Monitoring

The primary administrative contacts or their designees agree to meet  
 Monthly  Quarterly  Biannually  Other: Throughout the year to review progress toward outcome goals, resolve issues, and ensure the continuity of all Agreement components. The Lansing District Office manager or representative is responsible for progress monitoring throughout the year and reviews applicable data including expenditures and service provision on a quarterly basis to assure progress. Joint planning occurs informally throughout

the year and formally on an annual basis. The formal planning session is expected to identify any changes needed.

Progress measures are identified in sections II(A)(4) and/or II(D)(1).

### 3. Program Evaluation

At a minimum, the Parties agree to an annual review of the programs overall impact and outcomes. The primary administrative contacts will complete this activity.

Program evaluation success indicators and measures are identified in sections II(A)(4) and/or II(D)(1). The Parties have agreed to the following additional success indicators: NA

#### E. Share of Cost to be Assumed by Each Agency

Agency	Share Type	Share %	Amount
State or Local Public Agency	Non-Federal	27	\$15,600
MRS	Federal	73	\$42,178
Agreement Grand Total	Combined	100	\$57,778

### III. Funding Qualifications

Non-Federal share provided under this Agreement will not originate from any other Federal grant or count towards satisfying a matching or cost sharing requirement of another Federal grant agreement, contract, or any other award of Federal funds. Program income generated or earned as a result of this Agreement cannot count toward satisfying a Federal match or cost sharing requirement.

Program expenditures under this Agreement will be under the control of MRS. All services provided under this Agreement are only available to MRS applicants and eligible individuals.

The entire non-Federal share will be obligated first during the fiscal year in which this Agreement pertains. Any funds remaining after the date identified in the box below may be redirected to the statewide MRS general fund and spent at the discretion of MRS.

**Date after which funds may be redirected:** August 01, 2015

In the event Federal share is unavailable or unsecured, this Agreement would be deemed null and void.

### IV. Payment Terms and Conditions

**A. Terms of Payment**

The state or local public agency agrees to make payment of the non-Federal share based on the schedule below.

This Agreement increases or expands the scope of VR services available to individuals with disabilities. A waiver has been granted by the Rehabilitation Services Administration authorizing this Agreement. Failure to meet non-Federal share obligations by the state or local public agency may result in termination of this Agreement and all associated services.

**B. Payment Schedule**

**Single Payment Schedule**

<b>Amount</b>	<b>Payment Due On or Before</b>
\$15,600	December 01, 2014

**V. Audits and Records**

The state or local public agency agrees:

- A. To maintain and retain, during and for seven (7) years after termination of this Agreement, books, records and all other documents relating to this Agreement. If an audit has been initiated and audit findings have not been resolved at the end of such seven (7) year period, the state or local public agency shall retain the records until resolution of the audit findings.
- B. To assure state personnel, federal personnel, and personnel authorized by MRS shall have full access to the records during the time the state or local public agency is obligated to retain the records.
- C. At the request of MRS, to provide access to and furnish whatever information is deemed necessary by MRS in order to fully, accurately and timely assess satisfactory performance of the terms and conditions of this Agreement.
- D. At the request of MRS, to permit onsite visits by designated State of Michigan employees or agents to conduct audits or otherwise review books and records for any reason connected with the administration of this Agreement.

**VI. Dispute Resolution**

In the event of a dispute between the Parties concerning the interpretation or implementation of this Agreement, or the provision of services funded under this Agreement, the Parties agree to attempt in good faith to informally resolve the disagreement. To initiate dispute resolution under this section, the state or local public agency shall provide MRS with a written summary of the complaint. The state or local public agency should include the following information in the letter of the complaint: name and address of the person MRS should contact regarding the complaint, identification of the specific provision of this Agreement or its attachment in dispute and all documentation in support of the position. The following summarizes the dispute resolution process:

#### A. Step One, Informal

The Parties will meet to discuss the nature of the dispute and to discuss appropriate solutions pertaining to this Agreement. This must occur within fifteen (15) business days, from the date of receipt of the complaint or such additional time as the Parties agree in writing.

#### B. Step Two, Formal

If the informal dispute resolution process is unsuccessful, the appropriate MRS District Manager, Division Director and the administrative head of the state or local public agency shall meet within fifteen (15) business days of the first meeting (or such additional time as the Parties agree in writing) to review the efforts at resolution and to continue working at resolving the dispute(s). The Parties shall use their best efforts to identify in writing all disputed issues, the respective party's proposed resolution and any agreed upon resolutions relative to the issues identified (Written Summary).

#### C. Step Three, Formal

If the dispute(s) cannot be resolved at Step Two, the Parties shall, within seven (7) days following the meeting in B (unless extended in writing by the Parties), above, provide the MRS Director with the Written Summary and meet with the MRS Director or his or her designee to discuss the complaint. The MRS Director or designee will provide the Parties with a final written resolution within thirty (30) days of this meeting. The action of the MRS Director or designee is final and binding on the Parties.

### VII. Mutual Drafting

Both Parties contributed equally to the drafting and negotiation of this Agreement. As such, the Parties agree that, in the event of a dispute, the provisions of the Agreement shall not be strictly construed against any Party as the drafter of this Agreement. The Parties acknowledge that they have had the opportunity to have their respective attorneys review and approve this Agreement as to its form and effect.

### VIII. Renegotiation or Modification

To be effective, any modifications or amendments to this Agreement must be in writing and signed by the Parties.

### IX. Cancellation

MRS or the state or local public agency, with or without cause, may cancel this Agreement upon no less than thirty (30) days written notice. If this Agreement is terminated prior to the end of the fiscal year, the unobligated non-Federal share will be returned to the state or local public agency within 30 days of the effective termination date. To terminate, the written notification must be sent by certified mail with return receipt requested to all signatories prior to August 1<sup>st</sup> of the current fiscal year.

This Agreement will end on the later of the specified termination date or 30 days after receipt of request for termination.

## X. Governing Statutes

The Parties shall comply with all applicable federal laws and regulations in carrying out the terms of this Agreement, including but not limited to the following:

- A. Title VI of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.
- B. Section 504 of the Rehabilitation Act of 1973, as amended, which, among other things, prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.
- C. Americans with Disabilities Act of 1990, which, among other things, prohibits discrimination by public and private entities on the basis of disability in employment, public accommodations, transportation, state and local government services, and in telecommunications.
- D. Title IX of the Education Amendments of 1972, as amended, which, among other things, prohibits discrimination on the basis of gender in education programs and activities receiving or benefiting from federal financial assistance.
- E. The Age Discrimination Act of 1975, as amended, which, among other things, prohibits discrimination on the basis of age in program or activities receiving or benefiting from federal financial assistance.
- F. The Omnibus Budget Reconciliation Act of 1981, which, among other things, prohibits discrimination on the basis of gender or religion in programs and activities receiving or benefiting from federal financial assistance.
- G. Federal: Other applicable regulations including but not limited to OMB Circulars A-87, the Education Department of General Administrative Regulations (EDGAR), the federally approved MRS State Plan and the State Program Regulations at 34 CFR 361.
- H. Title VII of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination with respect to employment, compensation, and terms and conditions of employment on the basis of race, color, religion, gender, or national origin.

The Parties shall comply with all applicable state laws and rules in carrying out the terms of this Agreement, including but not limited to the following:

- A. Persons with Disabilities Civil Rights Act – Act 220 of 1976, defines the civil rights of persons with disabilities; prohibits discriminatory practices, policies, and customs in the exercise of those rights; prescribes penalties and to provide remedies.
- B. Elliot Larsen Civil Rights Act – Act 453 of 1976, defines civil rights; prohibits discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; to preserve the confidentiality of records regarding arrest, detention,

or other disposition in which a conviction does not result; to prescribe the powers and duties of the civil rights commission and the Department of Civil Rights; provides remedies and penalties; provides for fees; and to repeal certain acts and parts of acts.

- C. All other applicable state or federal laws, regulations, rules or standards that prohibit discrimination on any basis.

## **XI. Safeguarding Information**

The Parties shall not use or disclose any confidential or personally identifying information concerning applicants or recipients of services under or incidental to this Agreement for any purpose except as permitted or authorized by law (34 CFR 361.38).

## **XII. Standard Terms and Conditions**

This Agreement contains all the terms and conditions agreed upon by the Parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written between the Parties as to the subject matter covered in this Agreement. If any terms or provisions of this Agreement are found illegal or unenforceable, the remainder of this Agreement shall remain in full force and effect and the illegal or unenforceable terms or provisions shall be stricken.

Neither Party shall be responsible for the costs or obligations of the other party in carrying out the terms of this Agreement.

**XIII. Effective Date, Approval, and Execution**

This agreement is effective on **October 01, 2014**.

MRS and the state or local public agency have obtained all necessary approvals to enter into this Agreement and have caused this Agreement to be signed by their respective authorized officers or representatives as set forth below:

\_\_\_\_\_  
MRS Representative Signature

\_\_\_\_\_  
State or Local Public Agency Representative  
Signature

\_\_\_\_\_  
ROSANNE RENAUER

Printed Name of Signatory (all capital letters)

\_\_\_\_\_  
JOHN ELSINGA

Printed Name of Signatory (all capital letters)

\_\_\_\_\_  
District Manager

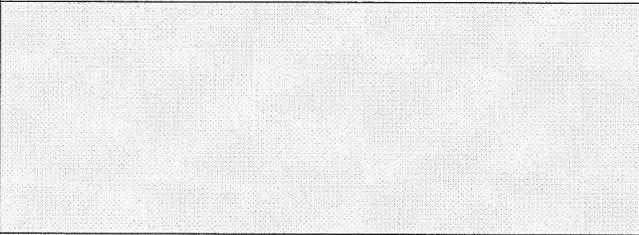
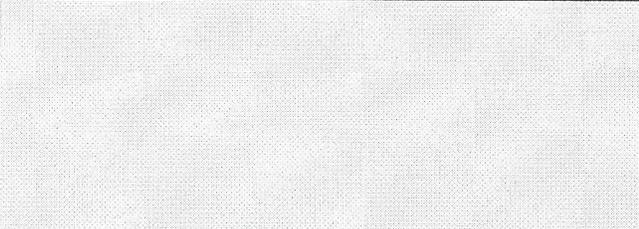
Title

\_\_\_\_\_  
Manager

Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

<p>MRS Local Address:</p> <p>1048 Pierpont Suite 1 Lansing, MI 48913</p>	<p>State or Local Public Agency Name and Address:</p> <p>Delhi Charter Township 2074 Aurelius Rd. Holt, MI 48842</p>
	<p>Name, Title, and Phone Number of State or Local Public Agency Representative:</p> <p>John Elsinga, Manager (517) 694-2135</p>
	<p>Federal Identification Number:</p> <p>38-6019639</p>

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** November 12, 2014

**RE:** Resolution No. 2014-031 – Tax Reverted Properties

---

The Ingham County Treasurer, Eric A. Shertzing, has foreclosed on one piece of property in Delhi Township for unpaid property taxes. Under Public Act 123 of 1999 these properties will automatically transfer to Delhi Township unless the Township objects to said transfer in writing.

After reviewing this parcel with staff, we recommend the Township object to the transfer of this parcel. This parcel of land contains a house that is beyond repair and ultimately would require the dwelling be demolished. By refusing the transfer of this parcel it would automatically revert to the Ingham County Land Bank.

Therefore, I recommend the Board approve Resolution No. 2014-031 which would object to the transfer of foreclosed property as presented by the Ingham County Treasurer.

**Recommended Motion:**

**To adopt Resolution No. 2014-031 which objects to the transfer of property to Delhi Charter Township that has been foreclosed on by the Ingham County Treasurer.**



## **MEMORANDUM**

TO: John B. Elsinga, Township Manager

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

DATE: Wednesday, November 12, 2014

RE: Tax Foreclosed Properties

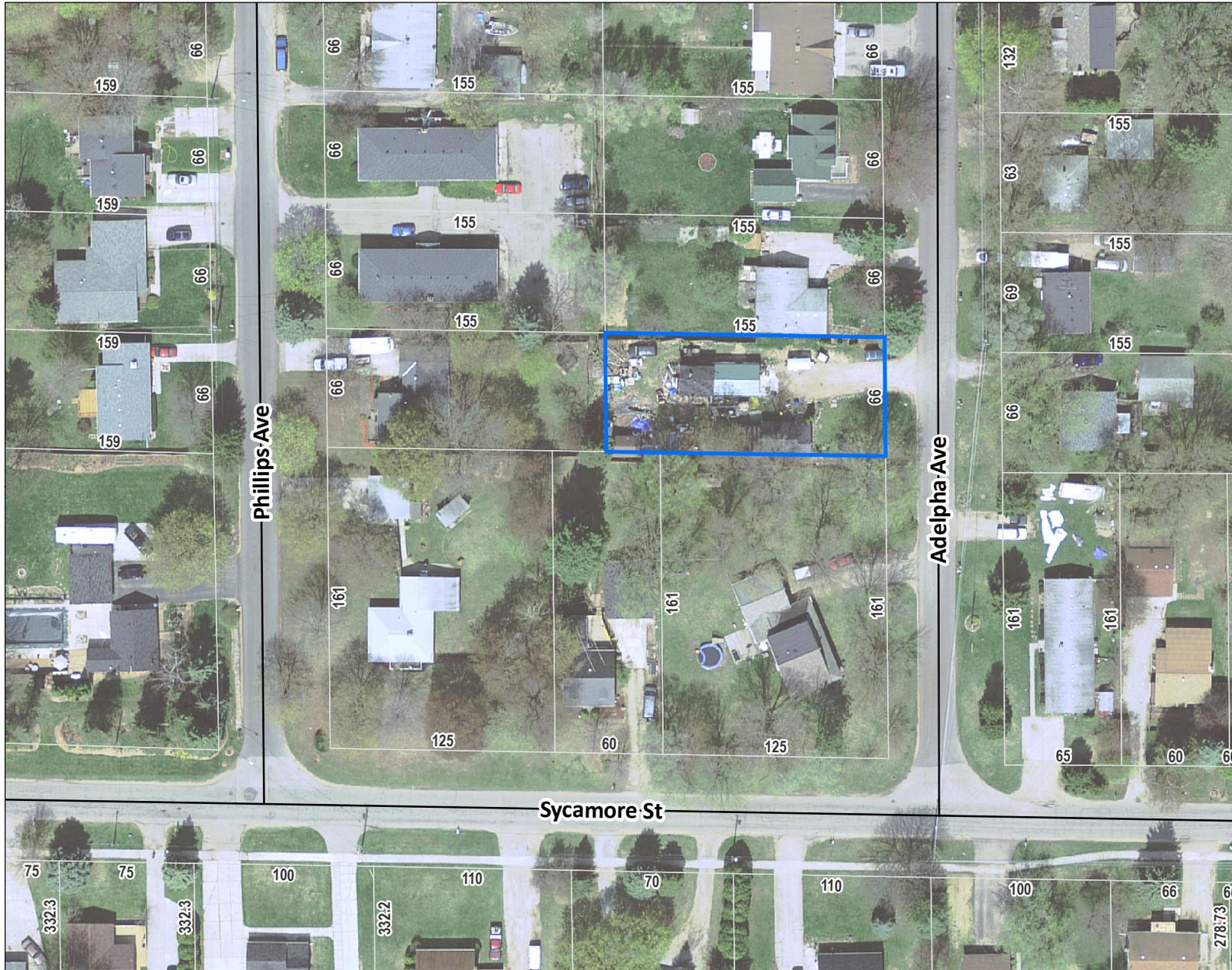
We are in receipt of the list of properties on which the Ingham County Treasurer's Office has foreclosed due to unpaid taxes (attached). This time there is only one property on the list in Delhi Township. As you know, this property will be transferred to the Township unless we formally object to the transfer. I have looked at the property for the purpose of making a recommendation regarding whether or not it would be in the Township's best interest to acquire it for public purpose.

I am recommending that the Township formally object to the transfer of this property. The property has an existing home on it that is in extremely poor condition and would require demolition. Once the Township refuses the property it will transfer to the Ingham County Land Bank.

I've attached a draft resolution which objects to the transfer of these properties. Please forward this information, along with your concurrence, to the Township Board for their consideration and action at the November 18<sup>th</sup> Board Meeting. If you need any additional information, please do not hesitate to ask. Thank you.

# 1885 Adelpha Ave.

33-25-05-22-230-014



### Legend

- Lot Lines
- - - Proposed Roads
- Active Roads

1 inch = 81.1 feet



This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area. The township is not liable for decisions made with the use of this product.

Map Source: Delhi Charter Township  
Map Printed: Thursday, November 06, 2014



Notes:

**DELHI CHARTER TOWNSHIP**

**RESOLUTION NO. 2014-031**

A Resolution to Objecting to the Transfer of Unsold Tax Reverted Properties from the Ingham County Treasurer to Delhi Charter Township

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 18<sup>th</sup> day of November 2014, at 7:30 p.m.

PRESENT:

ABSENT:

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

**WHEREAS**, Public Act 123 of 1999, hereinafter referred to as the "Act", established an expedited process whereby property on which taxes have not been paid could be sold for unpaid taxes; and

**WHEREAS**, the Act creates a series of stages through which a property on which the taxes have not been paid must pass before that property can be sold; and

**WHEREAS**, the Act allowed each county in the State of Michigan to decide whether its treasurer or the State of Michigan would act as the governmental entity responsible for overseeing the stages through which a property on which the taxes have not been paid must pass before the property is sold; and

**WHEREAS**, the Act refers to the governmental entity responsible for overseeing the stages through which a property on which the taxes have not been paid must pass before the property is sold as the foreclosing governmental unit; and

**WHEREAS**, pursuant to a concurring resolution of the County Board of Commissioners, the Treasurer of Ingham, (hereinafter referred to as the "Treasurer"), is the foreclosing governmental unit under the Act with authority to take all actions, judicial or otherwise, required under the Act in order to sell property on which the taxes have not been paid in Ingham County; and

**WHEREAS**, one of the stages through which a property on which the taxes have not been paid must pass before the property is sold in foreclosure; and

**WHEREAS**, pursuant to the Act fee simple title to a property on which the Treasurer has foreclosed vest in the Treasurer effective on the March 31st immediately succeeding the hearing for uncontested cases or 10 days after the conclusion of the hearing for contested cases; and

**WHEREAS**, the Act prescribes how the Treasurer is to dispose of property obtained by foreclosure; and

**WHEREAS**, the Act requires that the Treasurer give a list to the Clerk of Delhi Township which list shall contain all the property in that township on which the Treasurer has foreclosed that has not been sold prior to December 1<sup>st</sup> of the year in which it is foreclosed upon; and

**WHEREAS**, unless Delhi Township objects in writing, the Act requires the Treasurer to transfer to that township fee simple title to the property on that list; and

**WHEREAS**, the Township has received from the Treasurer a list containing a total of one (1) land parcel that will be transferred to it if it does not object; and

**WHEREAS**, Delhi Township *does not* wish to obtain from the Treasurer the property described as follows:

33-25-05-22-230-014  
1885 Adelpha Avenue

**THEREFORE BE IT RESOLVED**, that Delhi Township wishes to exercise its option under the Act to object to the transfer of property listed above and foreclosed upon by the Treasurer but not sold and said transfer is, therefore, refused,

This resolution shall be given immediate effect upon the passage by the Delhi Township Board of Trustees.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

---

Evan Hope, Township Clerk

STATE OF MICHIGAN }

}ss

COUNTY OF INGHAM }

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 18<sup>th</sup> day of November, 2014.

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

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



**Eric Schertzing  
Ingham County Treasurer**



**Desiree Kirkland  
Chief Deputy Treasurer  
(517) 676-7235  
dkirkland@ingham.org**

**Courthouse  
P.O. Box 215  
Mason, MI 48854-0215  
(517) 676-7220  
eschertzing@ingham.org**

November 3, 2014

Mr. Evan Hope  
Delhi Township Clerk  
2074 Aurelius Road  
Holt, Michigan 48842

Dear Mr. Hope:

I am writing to you on behalf of Treasurer Eric Schertzing who serves as the Foreclosing Governmental Unit (F.G.U.) for Ingham County under Public Act 123 of 1999; MCL 211.1-211.157.

Property was foreclosed upon by the F.G.U. for unpaid property taxes in Delhi Township. Such property was offered for sale at two or more public auctions. Fee simple title to those parcels not sold at auction must be transferred to the Township on or before December 30, 2014 unless the Township formally objects to the transfer. I encourage you to review this process at MCL 211.78m(6). As required by statute, a list of all unsold property tax foreclosed parcels located in Delhi Township is enclosed.

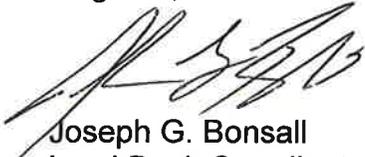
Treasurer Schertzing, working in consultation with local government, spearheaded the creation of an Ingham County Land Bank Authority in 2005 to help combat the problems property tax foreclosed parcels can present to governments and communities. Oftentimes the cost of maintaining such parcels exceeds any benefit a local jurisdiction may gain. The Land Bank allows for those benefits to still become available to the local community without any additional expense from the Township. However, the Land Bank cannot obtain possession of these property tax foreclosed parcels unless the Township first objects to their transfer.

Also enclosed is a sample resolution for consideration by the Delhi Township Board objecting to the transfer of property tax foreclosed parcels to the Township. When this

issue is taken up by the Board, Treasurer Schertzing would be more than willing to be in attendance to answer any questions that may arise. Please contact me at the email address or telephone number listed below to schedule a meeting time satisfactory to all parties and within the statutory time constraints or to request electronic copies of this letter, the sample resolution, or parcel list.

Thank you for your assistance in this matter.

Regards,



Joseph G. Bonsall  
Land Bank Coordinator  
(517) 267-5221  
jbonsall@ingham.org

Enclosure

**Cc: Tracy L.C. Miller, Director of Community Development**

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33-25-05-22-230-014

(DP 1636) LOT 95 PHILLIP'S SUBDIVISION.

Property Address: 1885 ADELPHA AVENUE HOLT MI

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**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members

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

**DATE:** November 13, 2014

**RE:** Resolution No. 2014-032 – Transfer of Property to the Downtown Development Authority

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Enclosed for your review and approval is Resolution No. 2014-032 which requests to transfer a } [ çä æ^ forty acre parcel of land from the Township of Delhi to the Downtown Development Authority for the purpose of redevelopment and placement back on the tax rolls.

This parcel of land is an abandoned industrial site upon which cement blocks and bricks had been manufactured and, therefore, requires significant clean up prior to any development. This property is located within the DDA District which has experience in the acquisition and redevelopment of functionally obsolete and blighted properties. Their Board members are also the same board members of the Township's Brownfield Redevelopment Authority which determines the eligibility for brownfield redevelopment incentives which may be necessary for the proper cleanup of this environmental sensitive property (lies within a water surcharge).

Therefore, I recommend the transfer of this property from the Township to the DDA for the purpose of clean up of the site, redevelopment and placement back on the tax rolls.

**Recommended Motion:**

**To adopt Resolution No. 2014-032 which transfers tax parcels 33-25-05-11-452-001, 33-25-05-11-452-004 and 33-25-05-11-452-005 from Delhi Charter Township to the Delhi Township Downtown Development Authority.**



## MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: November 7, 2014

RE: Transfer of Property to DDA

At the end of 2013, Oldcastle APG South, Inc. donated approximately 38.51 acres of land to Delhi Township. The property is located at 4136, 4184 and 0 Willoughby Road. It is on the north side of the road to the east of the railroad track. A map is attached for your reference.

The property has been zoned RM: Multi-family Residential since 2008. At that time, it was changed to RM from the previous IM: Industrial Manufacturing zoning that had been in place for many years prior. The RM zoning is consistent with the Township's Master Plan which anticipates high density residential development for this property and much of the vicinity.

When the Township accepted this donation of property from Oldcastle, there was no predetermined plan for its future use. However, it was clear that the property would ultimately be offered for a select future redevelopment that would achieve the high standards and quality desired by the community. Prior to accepting the property from Oldcastle, the Township performed environmental assessments and filed a Due Care Plan. As a result, the property was identified as a Brownfield site.

Any future redevelopment of the property may be eligible for Brownfield redevelopment incentives through the Township's Brownfield Redevelopment Authority (BRA). The benefits to the community of using this program include cleaning up the low levels of contamination that exist on the property by utilizing tax capture. It is important to point out that the tax capture comes from all eligible taxing jurisdictions. In addition, the BRA has the ability to continue capturing tax increment into the local site remediation revolving fund (LSRRF). The funds within the LSRRF can be used to clean up other properties throughout the Township. Brownfield tools are powerful and can help ensure that the future redevelopment of the Willoughby Road property is of the caliber and type desired.

As you know, the BRA is administered by the Delhi Downtown Development Authority (DDA). The DDA is best suited to effectively market the property and facilitate redevelopment in a desirable manner. The DDA can also bring BRA tools to the table in the event it is necessary. For these reasons, we are recommending that the Township transfer the property to the DDA at this time.

Attached you will find a resolution that authorizes the Township Manager to execute a Quit Claim deed which will transfer the property to the DDA. Assuming you concur, please forward this information to the Township Board for their consideration at an upcoming meeting. If you have any questions, or require additional information, please do not hesitate to ask. Thank you!

**DELHI CHARTER TOWNSHIP**

**RESOLUTION NO. 2014-032**

A Resolution to Transfer Property located on Willoughby Road to the Delhi Township  
Downtown Development Authority

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 18<sup>th</sup> day of November, 2014, at 7:30 p.m.

Present:

Absent:

The following preamble and resolution were offered by \_\_\_\_\_  
and supported by \_\_\_\_\_:

**WHEREAS**, the Township owns a parcel of real property located at 4136, 4184 and 0 Willoughby Road within the Charter Township of Delhi, Ingham County, Michigan, which property is more specifically described in the legal description attached hereto and made a part hereof as Exhibit "A" (the "Property"); and

**WHEREAS**, to promote and enhance the possible future development opportunities of the Property the Township Board has determined that it would be in the best interest of the township to transfer the Property to the Delhi Charter Township Downtown Development Authority (the "Delhi DDA") ; and

**WHEREAS**, the Township desires to transfer the Property to Delhi DDA by the execution of a Quit Claim Deed, a copy of which is attached hereto and made a part hereof as Exhibit "B" (the "Quit Claim Deed"); and

**WHEREAS**, the Board of Trustees desires to authorize and direct John Elsinga, the Township Manager, or his designee, to execute the Quit Claim Deed substantially in the form as Exhibit "B", and to make any revisions to the Quit Claim not inconsistent with this resolution and to take any other action to transfer this Property to the Delhi DDA, subject to review and approval by the Township's legal counsel.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board of Trustees authorizes the transfer of the Property to the Delhi DDA.

2. The Board of Trustees authorizes and directs John Elsinga, the Township Manager, or his designee, to execute the Quit Claim Deed, substantially in the form as Exhibit "B", and to make any revisions to the Quit Claim Deed not inconsistent with this resolution and to take any other action to transfer this Property to Delhi DDA, subject to review and approval by the Township's legal counsel.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

---

Evan Hope, Township Clerk

I, the undersigned, 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 18<sup>th</sup> day of November, 2014.

---

Evan Hope, Township Clerk

**Exhibit "A"**

Parcel Number: 33-25-05-11-452-001

Address: 4184 Willoughby Road, Holt, MI 48842

Legal Description:

BEG ON S SEC LN AT PT 1700 FT W OF SE COR SEC 11, TH W 685 FT ALG SEC LN TO INT W/ E'LY LN MCRR R/W, TH NW'LY 823 FT ALG E'LY R/W LN TO INT W/ N-S 1/4 LN, TH N 236 FT, TH E'LY 558 FT, TH SE'LY TO BEG; ALSO SE 1/4 OF SW 1/4 LYING N & E OF MCRR R/W; SEC 11, T3NR2W.

Parcel Number: 33-25-05-11-452-004

Address: 0 Willoughby Road, Holt, MI 48842

Legal Description:

SW 1/4 OF SE 1/4 OF SEC 11, EXC BEG ON S SEC LN 1700 FT W OF SE COR OF SEC 11, TH W 685 FT ALG S SEC LN TO E'LY LN OF MCRR R/W, TH NW'LY 823 FT ALG E'LY R/W LN TO N-S 1/4 LN SEC 11, TH N 236 FT, TH E'LY 558 FT, TH SE'LY TO POB; ALSO EXC A PCL IN SE COR OF SW 1/4 OF SE 1/4 OF SEC 11 BEING 363 FT N & S BY 160 FT E & W; ALSO EXC THAT PT OF SW 1/4 OF SE 1/4 OF SEC 11 LYING SW OF NE'LY LN OF MCRR R/W; SEC 11 T3N R2W.

Parcel Number: 33-25-05-11-452-005

Address: 4136 Willoughby Road, Holt, MI 48842

Legal Description:

D 11-40-3 A PCL OF LAND IN SE COR OF SW 1/4 OF SE 1/4 OF SEC 11 BEING 363 FT N & S BY 160 FT E & W, SEC 11, T3N R2W. 1.34 AC M/L.

Exhibit "B"

**QUIT CLAIM DEED**

Charter Township of Delhi, a Michigan charter township organized and operating under the provisions of the Charter Township Act, MCL 12.1, *et seq.*, as amended, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (the "Grantor") quit claims all of its rights, title, and interest in and to all of the oil, gas and minerals, and all rights, privileges, and hereditaments pertaining thereto what may lay in and under or that may be produced from the following described property in the following described property situated at 4184, 4136 and 0 Willoughby Road, within the Charter Township of Delhi, Ingham County, State of Michigan, more fully described as follows:

Parcel Number: 33-25-05-11-452-001

Address: 4184 Willoughby Road, Holt, MI 48842

Legal Description:

BEG ON S SEC LN AT PT 1700 FT W OF SE COR SEC 11, TH W 685 FT ALG SEC LN TO INT W/ E'LY LN MCRR R/W, TH NW'LY 823 FT ALG E'LY R/W LN TO INT W/ N-S 1/4 LN, TH N 236 FT, TH E'LY 558 FT, TH SE'LY TO BEG; ALSO SE 1/4 OF SW 1/4 LYING N & E OF MCRR R/W; SEC 11, T3NR2W.

Parcel Number: 33-25-05-11-452-004

Address: 0 Willoughby Road, Holt, MI 48842

Legal Description:

SW 1/4 OF SE 1/4 OF SEC 11, EXC BEG ON S SEC LN 1700 FT W OF SE COR OF SEC 11, TH W 685 FT ALG S SEC LN TO E'LY LN OF MCRR R/W, TH NW'LY 823 FT ALG E'LY R/W LN TO N-S 1/4 LN SEC 11, TH N 236 FT, TH E'LY 558 FT, TH SE'LY TO POB; ALSO EXC A PCL IN SE COR OF SW 1/4 OF SE 1/4 OF SEC 11 BEING 363 FT N & S BY 160 FT E & W; ALSO EXC THAT PT OF SW 1/4 OF SE 1/4 OF SEC 11 LYING SW OF NE'LY LN OF MCRR R/W; SEC 11 T3N R2W.

Parcel Number: 33-25-05-11-452-005

Address: 4136 Willoughby Road, Holt, MI 48842

Legal Description:

D 11-40-3 A PCL OF LAND IN SE COR OF SW 1/4 OF SE 1/4 OF SEC 11 BEING 363 FT N & S BY 160 FT E & W, SEC 11, T3N R2W. 1.34 AC M/L.

To the Delhi Charter Township Downtown Development Authority, a Michigan downtown development authority, organized and operating under the provisions of the Downtown

Development Authority Act, MCL 125.1651, *et seq.*, as amended, whose address is 2045 N. Cedar Street, Suite 2, Holt, Michigan 48842 (the "Grantee") for the consideration of One and 00/100 Dollar (\$1.00).

The Grantor grants to the Grantee the right to make all permitted divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

The Property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act, MCL 286.4671, *et seq.*, as amended.

This transaction is exempt from County Transfer tax pursuant to MCL 207.505(h)(i) and Michigan Transfer Tax under MCL 207.526(h)(i).

**Charter Township of Delhi,  
a Michigan Charter Township**

By: \_\_\_\_\_  
John Elsinga  
Its: Township Manager  
Dated: \_\_\_\_\_

STATE OF MICHIGAN )

) ss:

COUNTY OF INGHAM)

Before me a Notary Public on this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, personally appeared John B. Elsinga, as Township Manager of Delhi Charter Township, a Michigan charter township, to me known to be said persons and made oath that he has read the foregoing Quit Claim Deed by him subscribed and acknowledged the same as his free act and deed.

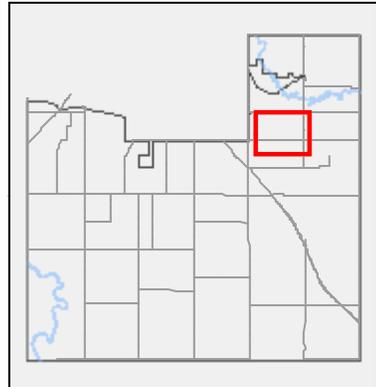
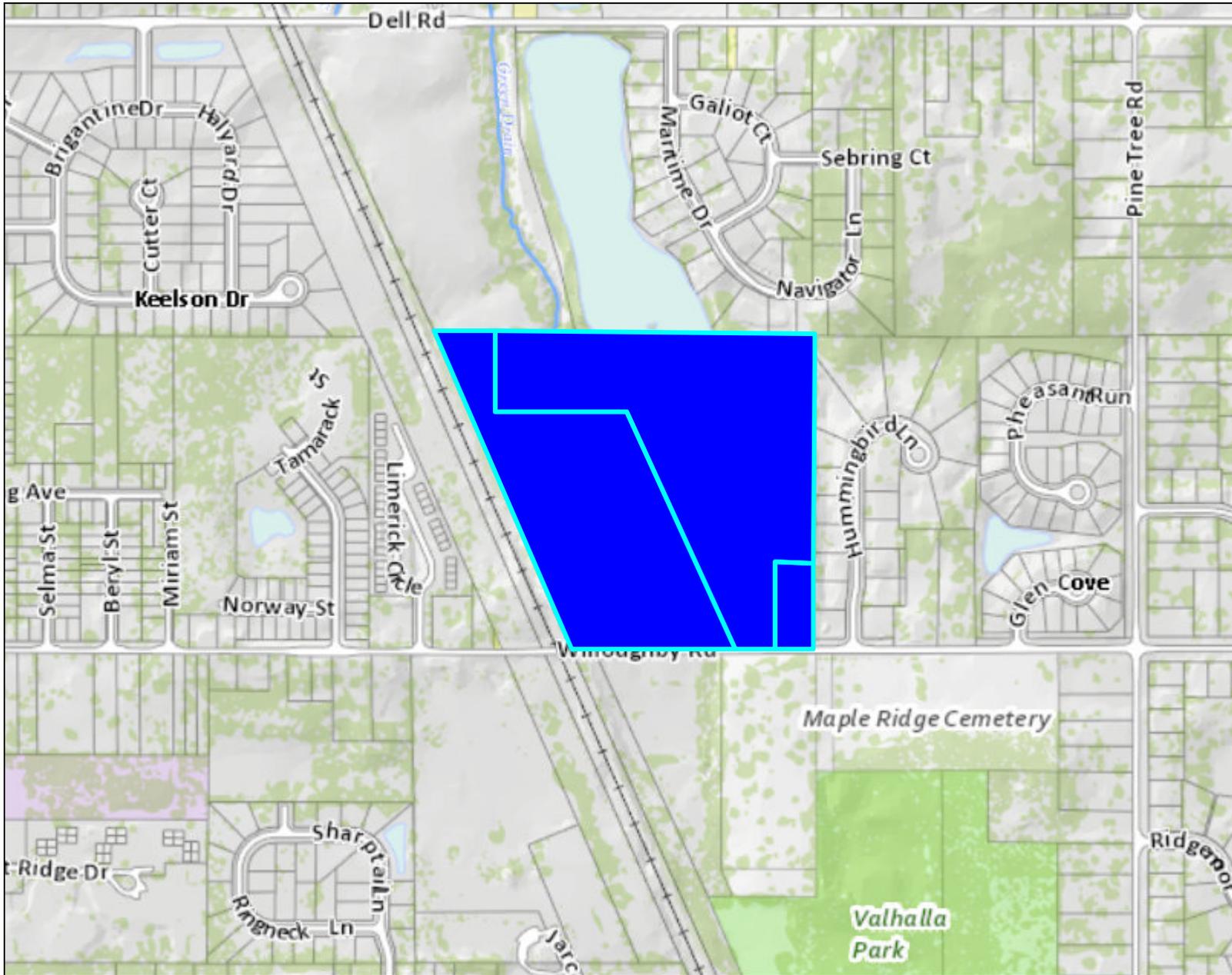
\_\_\_\_\_, Notary Public  
\_\_\_\_\_  
\_\_\_\_\_ County, Acting in  
\_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_

<b>When Recorded Return To:</b>	<b>Send Subsequent Tax Bills To:</b>	<b>Prepared By (Without Opinion):</b>
Grantee	Grantee	Gordon W. VanWieren, Jr., Esq.

		Thrun Law Firm, P.C. P.O. Box 2575 East Lansing, MI 48826-2575
--	--	--

# Property Map

Delhi GIS



### Legend

1 inch = 618.9 feet



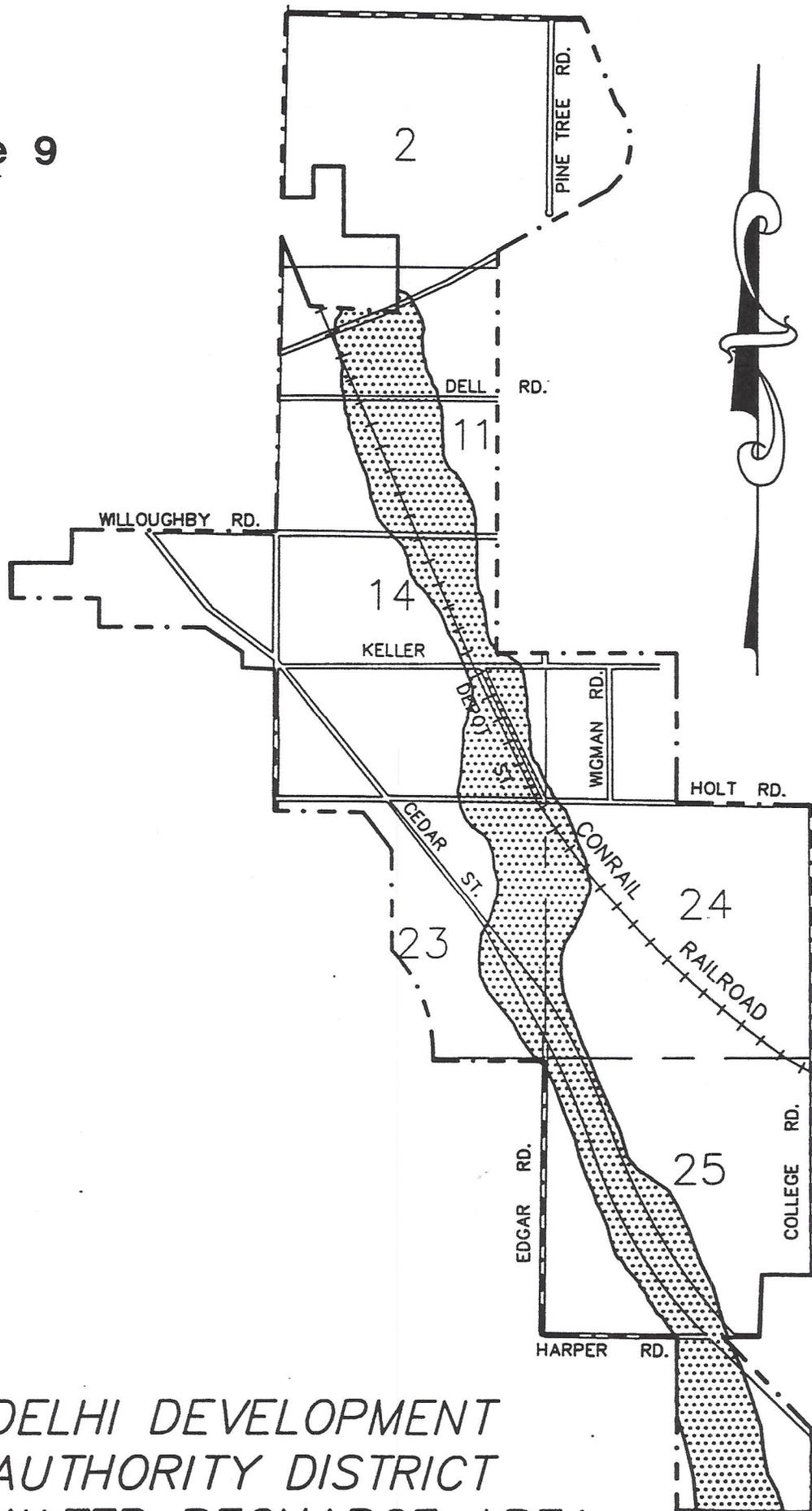
This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area. The township is not liable for decisions made with the use of this product.

Map Source: Delhi Charter Township  
Map Printed: Friday, November 14, 2014



Notes:

Figure 9



DELHI DEVELOPMENT  
AUTHORITY DISTRICT  
WATER RECHARGE AREA

----- D.D.A. LIMITS

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** November 13, 2014

**RE:** Resolution No. 2014-033 – Acceptance of a Competitive Grant Assistance Program (CGAP) Grant – Fire Department Blue Card Training

---

Enclosed for your review and approval is Resolution No. 2014-033 which would acknowledge the receipt of and accept a Competitive Grant Assistance Program (CGAP) Grant from the State of Michigan Department of Treasury in the amount of \$224,800.

Earlier this year, as part of the fire regional collaboration, Delhi Township along with Meridian, Delta, Lansing Township and the Cities of Lansing and East Lansing submitted an application for the Competitive Grant Assistance Program in hopes of securing grant money to help establish a Metro Lansing Command Team and provide Blue Card Training to each of the six participating municipalities. Each department will be trained on various response situations and communication methods through the Blue Card system. By providing a consistent regional training we ensure that every department will be able to provide effective mutual aid to each other by communicating and working as if they were one unit on a scene yet still be able to each maintain our own departments.

Therefore, I recommend the Board approve Resolution No. 2014-033 accepting the Competitive Grant Assistance Program grant in the amount of \$224,800.

**Recommended Motion:**

**To adopt Resolution No. 2014-033 accepting the Competitive Grant Assistance Program grant from the State of Michigan Department of Treasury in the amount of \$224,800 for the Lansing Metro Command Team Development and training.**

# Memo

To: John Elsinga, Township Manager  
From: Brian Ball, Chief  
Date: 11/13/2014  
Re: Metro Lansing Command Team CGAP Grant

---

The resolution I am submitting is for the acceptance of the Competitive Grant Assistance Program (CGAP) award of \$224,800 from the State of Michigan. This award is the result of a grant written by myself for the training and formation of a Metro Lansing Command Team. This grant will allow the Townships of Delhi, Delta, Lansing, and Meridian as well as the Cities of Lansing and East Lansing to train in the Blue Card Command system. The training is a combination of 50 hours online as well as 24 hours in a simulation lab environment. By using the funding and the simulation labs in Delhi and Delta we will be able to train 211 officers from the six departments on the same system and communication for fire command. This training will enable all six fire departments command officers and up and coming command officers to train together ultimately being able to communicate and work on the fire ground as one department but retaining the autonomy and identity of their respective jurisdiction and fire department.

I am asking the approval of the resolution accepting the intent to award the CGAP grant in the amount of 224,800 and Delhi Township being the fiduciary of this grant for the six Metro Lansing fire departments.

**DELHI CHARTER TOWNSHIP**  
**RESOLUTION NO. 2014-033**

**A Resolution Authorizing the Acceptance of Competitive Grant Assistance Award (CGAP) from The State of Michigan Department of Treasury for the training and formation of the Lansing Metro Command Team.**

At a regular meeting of the Delhi Charter Township Board of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan 48842 on Tuesday, the 18th day of November 2014, at 7:30 p.m.

PRESENT:

ABSENT:

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

**Whereas**, Delhi Charter Township has received a letter of intent to award \$224,800 in grant monies for the formation and training of a Lansing Metro Command Team; and,

**Whereas**, the Cities of Lansing and East Lansing and the Charter Townships of Delhi, Lansing, Meridian and Delta will be involved in the training and formation of the Lansing Metro Command Team; and,

**Whereas**, Delhi Charter Township will be the lead agency in the training, formation and fiduciary of the grant for the Lansing Metro Command Team; and,

**Whereas**, Delhi Charter Township affirms its desire to accept the CGAP grant from the State of Michigan Department of Treasury.

**Now, Therefore Be It Resolved**, adoption of this resolution by all six agencies will enhance the training and formation of the Lansing Metro Command Team further enhancing training and safety in the region.

**Be It Further Resolved**, that the Board of Trustees of the Charter Township of Delhi does hereby authorize Supervisor C.J. Davis and Clerk Evan Hope to accept the CGAP Grant and participate in the Lansing Metro Command Team training and formation.

AYES:

NAYS:

The foregoing Resolution declared adopted on the date written above.

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

**STATE OF MICHIGAN)  
COUNTY OF INGHAM)§**

I, the undersigned, the duly qualified Clerk for 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 18th day of November 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of November 2014.

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



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR



October 27, 2014

Evan Hope  
Township Clerk  
Delhi Charter Township  
2074 Aurelius Road  
Holt, MI 48842

Dear Mr. Hope:

**Re: Notification of Intent to Award - CGAP FY 2014 (Round 2)**

The Michigan Department of Treasury (Treasury) - Office of Revenue and Tax Analysis (ORTA) received your grant application for the Competitive Grant Assistance Program (CGAP). We are pleased to inform you that the project your governmental unit submitted entitled **Lansing Metro Command Team Development** has been selected for a grant award in the maximum amount of **\$224,800.00**.

Enclosed is the intent to award approved budget for your grant project.

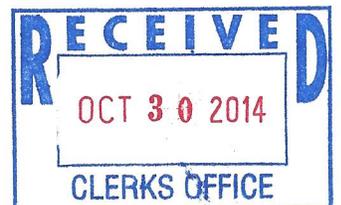
**Grant Application Conditions**

For your reference, enclosed is a copy of the CGAP Information and Conditions. Please review the conditions of the grant award. The conditions contain important information pertaining to the grant award (i.e. requirements for final award, reporting, reimbursement, etc.). Reminder, grant funds are distributed on a reimbursement basis.

**Next Step**

To receive the Grant Notice of Final Award, Treasury must receive all the required Board Resolution(s), Board Meeting Minutes, or Inter-local Agreements for all participating local units (as indicated in the Conditions of the grant application packet) by Monday, December 29, 2014. **If the resolutions, minutes or agreements have not been received for all participating local units, the project funding will be subject to automatic cancellation.**

Submission of the resolutions, minutes or agreements will be considered an agreement to all provisions specified in the grant application packet and this intent to award letter, and will signify acceptance of the grant award.



Delhi Charter Township  
October 27, 2014  
Page 2

Please send the required documents by e-mail to [TreasRevenueSharing@michigan.gov](mailto:TreasRevenueSharing@michigan.gov) or by mail to:

Michigan Department of Treasury  
Office of Revenue and Tax Analysis  
PO Box 30722  
Lansing, MI 48909

Congratulations to you on the grant award. We appreciate your interest in the CGAP and look forward to working with you on this project. We ask that you inform all participating local units of this intent to award. If you have any questions, please let us know. We can be reached at (517) 373-2697.

Sincerely,



Evah Cole, Division Administrator  
Office of Revenue & Tax Analysis

Enclosures

c: Mr. R. Kevin Clinton, State Treasurer  
Mr. Brom Stibitz, Director, Bureau of Executive Operations  
Mr. Jay Wortley, Director, Office of Revenue & Tax Analysis  
Mr. Edward Koryzno, Director, Bureau of Local Government Services  
Ms. Claire Allard, Senior Strategy Advisor and Director of Good Government  
Mr. Terry Stanton, Administrator, Communications Division  
Mr. Brian Ball, Fire Chief

**Lansing Metro Command Team Development**

Below is the approved budget for your grant project. Please note, all feasibility studies were funded at 25%. We have assigned budget categories to each of your original budget line items. Please use these categories when submitting your reimbursement requests.

<b>Budget Category</b>	<b>Budget Description</b>	<b>Application Budget Amount</b>	<b>Intent to Award Budget Amount</b>	<b>Comments</b>
Training	Train the Trainer	\$36,000.00	\$36,000.00	
Training	City of Lansing	\$80,000.00	\$80,000.00	
Training	Meridian Twp.	\$9,600.00	\$9,600.00	
Training	Lansing Twp.	\$9,600.00	\$9,600.00	
Training	East Lansing	\$21,600.00	\$21,600.00	
Training	Delhi Twp.	\$8,000.00	\$8,000.00	
Training	Delta Twp.	\$40,000.00	\$40,000.00	
Training	Simulation Development	\$20,000.00	\$20,000.00	
	<b>Budget Total</b>	<b>\$224,800.00</b>	<b>\$224,800.00</b>	

\*Reimbursement requests must include copies of invoices and cancelled checks (or equivalent) supporting the costs.

**Travel:** Reimbursement requests for mileage must include a mileage report including starting and ending mileage; starting and ending destinations; a description of the official business being conducted and how it relates to the awarded grant project; and a calculation of the reimbursement using the standard IRS mileage rate for business miles driven.

## Competitive Grant Assistance Program (CGAP) Application (FY 2014 – Round 2)

Issued under authority of 2013 Public Act 59

### GENERAL INFORMATION

#### Program Purpose:

The purpose of the grant program is to provide incentive-based grants to stimulate smaller, more efficient government and encourage mergers, consolidations, and cooperations between two or more qualified jurisdictions. The grants are to offset the costs associated with mergers, interlocal agreements, and cooperative efforts for cities, villages, townships, counties, authorities, school districts, intermediate school districts, public community colleges, and public universities that elect to combine government operations. The program is focused on stimulating projects between two or more qualified jurisdictions that are creating new mergers, consolidations, and/or cooperative efforts/collaborations of existing services.

#### Goals of the Program:

To assist local units of government, including authorities, school districts, intermediate school districts, public community colleges, and public universities, with the costs associated with combining government operations.

#### Eligibility:

All Michigan cities, villages, townships, counties, authorities, school districts, intermediate school districts, public community colleges, and public universities. For an authority, school district, intermediate school district, public community college, or public university to qualify for grant funding under this program, the authority, school district, intermediate school district, public community college, or public university must combine operations with a city, village, township, or county.

#### Criteria:

- A completed application with detailed information
- Merger of two or more governmental units
- Consolidation of departments and/or existing services across 2 or more governmental units
- Cooperative effort or collaboration of 2 or more governmental units
- Consolidated or combined government operations must demonstrate taxpayer benefits of cost savings, efficiencies, and/or improved services
- The governmental unit must demonstrate how budgeted costs directly relate to and are necessary for implementation of the merger, consolidation, or cooperative effort
- Priority will be given to projects that start after October 1, 2013
- Projects are funded on a reimbursement basis

#### Application Process:

An application process will be used to solicit proposals for these grants. Applications must be complete and received by the June 25th deadline to be considered for funding. The submission of an application does not guarantee a grant award. Additional information about the grant program is available on the Michigan Department of Treasury's website at:

[http://www.michigan.gov/treasury/0,4679,7-121-1751\\_2197\\_58826\\_62422---,00.html](http://www.michigan.gov/treasury/0,4679,7-121-1751_2197_58826_62422---,00.html)

#### Project Clarification:

During the application review process, applicants may be contacted for clarification. The Michigan Department of Treasury reserves the right to award funds for an amount other than requested.

#### Selection Procedures:

Applications will be selected for funding by the Michigan Department of Treasury based on program purpose, goals of the program, eligibility, and criteria. Starting on June 2nd, the grant panel will begin reviewing any grant applications submitted. Qualified grants may be awarded on a rolling basis.

#### Notification Process:

Applications selected for a grant award will receive a Notification of Intent to Award from the Michigan Department of Treasury within ninety (90) days of the grant deadline. However, additional time may be required depending on the number of applications received. Final Award letters will be sent to approved grantees, once the Michigan Department of Treasury has received all the required Board Resolution(s), Board Meeting Minutes, or Inter-local Agreement(s).

## Competitive Grant Assistance Program (CGAP) Application (FY 2014 – Round 2)

Issued under authority of 2013 Public Act 59

### GENERAL INFORMATION CONTINUED

**Deadline:**

June 25, 2014.

Completed applications submitted via mail or e-mail must be received by the Michigan Department of Treasury no later than 11:59 p.m. on Wednesday, June 25, 2014. Incomplete applications may not be considered.

A signed and completed application (including attachments) can be submitted by e-mail to:

[TreasRevenueSharing@michigan.gov](mailto:TreasRevenueSharing@michigan.gov)

or by mail to:

Michigan Department of Treasury  
Office of Revenue and Tax Analysis  
PO Box 30722  
Lansing, MI 48909

**Timelines:**

A project can be in any phase of the consolidation process, but priority will be given to projects started after October 1, 2013.

**Grant Period:**

October 1, 2013 through September 30, 2018.

**FY 2014 Appropriation Amount Available (Min./Max.):**

Approximately \$8.0 million in funding will be available for the Michigan Department of Treasury to award.

**Source of Funds:**

The Competitive Grant Assistance Program is supported by revenues from the state sales tax.

**Confidentiality:**

Application information is public information under the Freedom of Information Act, Public Act 442 of 1976, as amended (MCL 15.231 to 15.246).

**Contact:**

For questions regarding the Competitive Grant Assistance Program, please contact the Michigan Department of Treasury, Office of Revenue and Tax Analysis, at (517) 373-2697.

## Competitive Grant Assistance Program (CGAP) Application (FY 2014 – Round 2)

Issued under authority of 2013 Public Act 59

### CONDITIONS

#### Implementation of Project:

The grantee agrees to submit Board Resolution(s), Board Meeting Minutes, or Inter-local Agreement(s) for all jurisdictions participating in the project, indicating approval of the project and Competitive Grant Assistance Program grant funding, within sixty (60) days following the Michigan Department of Treasury's Notification of Intent to Award or be subject to automatic cancellation of the grant. No grant funding will be released until all required resolutions, minutes or agreements have been received.

#### Project Clarification:

The Michigan Department of Treasury reserves the right to award funds for an amount other than that requested and/or request changes to, or clarification of any and all applications received.

Prior to executing any changes to the scope of the project, the selected grantee(s) must inform (in writing) the Michigan Department of Treasury of the proposed changes. The department will notify the grantee(s) within thirty (30) days, whether or not the project changes fall under the original grant award.

#### Eligible Expenditures:

A shared service analysis may be initially awarded up to 25%. However, the Michigan Department of Treasury may reimburse up to 100% of a shared service analysis, if a grantee can demonstrate that the shared service analysis led the grantee to successfully merge or consolidate government operations.

Up to 100% of the following expenditures: legal fees, voting costs, office supplies, infrastructure and equipment and other expenditures as approved by the Michigan Department of Treasury.

#### Ineligible Expenditures:

- Expenditures for the completion and submission of the CGAP application or for any compliance reporting documentation for the grant.
- Expenditures for the renegotiation of collective bargaining agreements, unless those agreements had to be reopened as part of completing the proposed project.

#### Expenditures:

1. The grantee understands and agrees that all expenditures from the grant will:
  - Be used to ensure efficient administration of the project.
  - Be permissible under state and federal law and consistent with statewide policies, regulations, and practices.
  - Be adequately supported by source documentation, including invoices, cancelled checks and electronic payment confirmations.
  - Only be for items that are necessary for the merger, consolidation, or cooperative effort/collaboration.
2. The grantee agrees to use the approved purchasing practices and bid procedures required by the "Primary Applicant" for expenditures involving project activity.
3. The grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of grant funds. The grantee agrees to record all revenues and expenditures in a fund or account separate from the grantee's other funds or accounts.
4. The grantee agrees to maintain all documentation for costs incurred for a seven-year period following the final Michigan Department of Treasury payment for the project.

## Competitive Grant Assistance Program (CGAP) Application (FY 2014 – Round 2)

Issued under authority of 2013 Public Act 59

### CONDITIONS CONTINUED

#### Release of Funds:

Payments to the "Primary Applicant" will be made on a monthly reimbursement basis, providing the grantee is in compliance with all terms and conditions of the grant, and dependent upon state appropriations.

For a payment reimbursement, a completed *CGAP Reimbursement Request Form* (Form 4923) must be submitted to the Michigan Department of Treasury. Source documentation supporting the requested reimbursement amount must be attached to the *CGAP Reimbursement Request Form*. At a minimum, the source documentation should include copies of the original invoices, cancelled checks, and any other report that would support the request.

The "Primary Applicant's" Chief Financial Officer or Chief Administrative Officer must sign and date the *CGAP Reimbursement Request Form* (Form 4923).

Funds may not be released to the "Primary Applicant" if any of the participants in the project:

1. Have not filed their annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act, 1968 Public Act 2, as amended (MCL 141.421 to 141.440a) or the Uniform System of Accounting Act, 1919 Public Act 71, as amended (MCL 21.41 – 21.55), or
2. Have not filed their financial plan (deficit elimination plan) per the Glenn Steil State Revenue Sharing Act, 1971 Public Act 140, as amended (MCL 141.921), or
3. Are delinquent in making payments that are due on loans issued pursuant to the Emergency Municipal Loan Act, 1980 Public Act 243, as amended (MCL 141.931 to 141.942), or
4. Have a payment due and owing to the state.

#### Reporting Requirements:

1. *Quarterly Narrative and Financial Status Reports* – The awarded grantee(s) shall submit to the Michigan Department of Treasury quarterly, signed and dated, narrative and financial status reports. The reports are due within thirty (30) days after the end of a quarter (i.e. due by January 30th; April 30th; July 30th; October 30th).
  - a. *Narrative Report (NR)* (Form 4971) – should present the following information:
    - i. Name of Primary Applicant and Grant Number.
    - ii. Reporting Period (i.e. October 2011 – December 2011 etc...).
    - iii. The percentage (%) completed of the project work plan.
    - iv. The estimated project completion date. For the final report, indicate the actual project completion date.
    - v. A brief outline of the work accomplished during the reporting period (or grant period, if this is the final report) relative to the proposed work plan and timeline.
    - vi. A brief outline of the work to be completed during the subsequent reporting period.
    - vii. A brief description of any problems or delays, real or anticipated, experienced.
  - b. *Financial Status Report (FSR)* (Form 4972) – should present the following information:
    - i. Name of Primary Applicant and Grant Number.
    - ii. Reporting Period (i.e. October 2011 – December 2011 etc...).
    - iii. The percentage (%) completed of the project work plan.
    - iv. The estimated project completion date. For the final report, indicate the actual project completion date.
    - v. The amount of funds expended through the reporting period (i.e. from the beginning of the grant project to the end of the reporting period).
    - vi. The projected future expenditures for the project.
    - vii. Total projected expenditures for the project.
    - viii. Original or revised (per grant award) budget per the Grant Budget Worksheet (item number 31 of the grant application).
    - ix. The difference between current projected project expenditures and original budget.

## Competitive Grant Assistance Program (CGAP) Application (FY 2014 – Round 2)

Issued under authority of 2013 Public Act 59

### CONDITIONS CONTINUED

2. *Final Narrative Report (Form 4971) and Final Financial Status Report (Form 4972)* - The selected grantee(s) shall submit to the Michigan Department of Treasury final, signed and dated, narrative and financial status reports. The reports are due within thirty (30) days after the completion of the project.
  - a. The reports shall include the information as indicated under *Quarterly Narrative and Financial Status Reports (above)*.
  - b. Indicate "Final Report" on the top of the Final Narrative and Financial Status Reports.
  - c. In addition to the items listed above, the final narrative report must include a description of the project accomplishments and any unanticipated benefits/difficulties experienced while completing the project. Additionally, attach a copy of the project deliverables, if applicable (i.e. feasibility study, pictures of completed construction, etc...).
3. *Final Follow-up Report (Form 5071)* - One year after the date of the Final Closeout Letter from the Michigan Department of Treasury, the grantee agrees to provide a Final Follow-up Report to the Michigan Department of Treasury on the status of the project. The report will include:
  1. A detailed description of service changes and improvements.
  2. A detailed status update on the goals and measures used to determine the success of the project and outcomes presented in the application (i.e. have they been met, what has changed, etc...).
  3. A detailed description of set-backs or difficulties experienced in implementing the project.
  4. A detailed analysis of the actual realized cost savings.
  5. Provide lessons learned to share with other entities that are pursuing similar projects.

#### **Audit and Review:**

The grantee agrees to allow the Michigan Department of Treasury and the State Auditor General's Office (and/or any of their duly authorized representatives) access, for the purposes of inspection, audit, and examination, to any books, documents, papers, and records of the grantee which are related to this project.

The Michigan Department of Treasury may conduct periodic program reviews of the project. The purpose of these reviews will be to determine adherence to stated project goals and to review progress of the project in meeting its objectives.

The grantee agrees to submit quarterly and final progress reports, along with a final follow-up report to the Michigan Department of Treasury. The grantee understands that failure to submit any required reports may result in the termination of the grant.

#### **Grant Termination:**

The grantee understands that this grant may be terminated if the Michigan Department of Treasury concludes that the grantee is not in compliance with the conditions and provisions of this grant, or has falsified any information. The Michigan Department of Treasury will extend an opportunity for the grantee to demonstrate compliance. Notification of termination will be in writing.

Grantee acknowledges that continuation of this grant is subject to appropriation or availability of funds for this grant. If appropriations to enable the Michigan Department of Treasury to effect continued payment under this grant are reduced, the Michigan Department of Treasury shall have the right to terminate this grant. The Michigan Department of Treasury shall give grantee at least thirty (30) days advance written notice of termination for non-appropriation.

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** November 13, 2014

**RE:** Resolution No. 2014-034 – Acceptance of a Competitive Grant Assistance Program (CGAP) Grant – Fire Department Active Violence Incident

---

Enclosed for your review and approval is Resolution No. 2014-034 which would acknowledge the receipt of and accept a Competitive Grant Assistance Program (CGAP) Grant from the State of Michigan Department of Treasury in the amount of \$793,167.

Earlier this year, as part of the fire regional collaboration, the City of East Lansing along with Delhi, Meridian, Delta and Lansing Townships and the City of Lansing submitted an application for the Competitive Grant Assistance Program in hopes of securing grant money to help establish a Lansing Regional Active Violence (AVI) Medical Response Team. This grant money will be used in the formation of the AVI Response Team and to purchase equipment and train members on active violence incidents.

Therefore, I recommend the Board approve Resolution No. 2014-034 accepting the Competitive Grant Assistance Program grant in the amount of \$793,167.

**Recommended Motion:**

**To adopt Resolution No. 2014-034 accepting the Competitive Grant Assistance Program grant from the State of Michigan Department of Treasury in the amount of \$793,167 for the formation, equipment and training of the Lansing Regional Active Violence Medical Response Team.**

# Memo

To: John Elsinga, Township Manager  
From: Brian Ball, Chief  
Date: 11/14/2014  
Re: AVI Resolution

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Recently the Lansing Area Shared Services communities agreed to have East Lansing author a grant for the formation of a Lansing Regional Active Violence (AVI) Medical Response Team. This team will be equipped and trained to handle the medical response in violent situations like an active shooter incident. They will not be on the front line nor armed, merely a secondary team of rescuers wearing ballistic protection and trained in tactical emergency medicine. Their primary goal will be victim rescue and evacuation in highly violent situations. We are going to train our fire service personnel and police officers to treat and assist victims out of a scene while the contact team is still looking for the criminal. This will give the potential victims a greater survivability rate. The City of East Lansing will be the point of contact and fiduciary for this grant. This resolution is to allow Delhi Fire to participate in the grant with our Metro Lansing partners.

I am asking for the approval of the AVI resolution allowing Delhi Fire Department to participate in the competitive grant assistance program for the equipment purchase, training and formation of the Lansing Regional Active Violence (AVI) Medical Response Team.

**DELHI CHARTER TOWNSHIP**

**RESOLUTION NO. 2014-034**

**A Resolution Authorizing the Participation of the Competitive Grant Assistance Program (CGAP) from The State of Michigan Department of Treasury for the equipment purchase, training and formation of the Lansing Regional Active Violence (AVI) Medical Response Team.**

At a regular meeting of the Delhi Charter Township Board of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan 48842 on Tuesday, the 18th day of November 2014, at 7:30 p.m.

PRESENT:

ABSENT:

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

**Whereas**, The City of East Lansing has received a letter of intent to award \$793,167 in grant monies for the purchase of equipment, formation and training of a Lansing Regional Active Violence (AVI) Medical Response Team, and

**Whereas**, the Cities of Lansing and East Lansing and the Charter Townships of Lansing, Meridian, Delta and Delhi will be involved in the training and formation of the Lansing Regional Active Violence (AVI) Medical Response Team, and

**Whereas**, The City of East Lansing will be the lead agency in the training, formation and fiduciary of the grant for the Lansing Regional Active Violence (AVI) Medical Response Team, and

**Whereas**, Delhi Charter Township affirms its desire to participate with the CGAP grant from the State of Michigan Department of Treasury and the City of East Lansing.

**Now, Therefore Be It Resolved**, adoption of this resolution by all six agencies will enhance the training and formation of the Lansing Regional Active Violence (AVI) Medical Response Team further enhancing training and safety in the region.

**Be It Further Resolved**, that the Board of Trustees of the Charter Township of Delhi does hereby authorize Supervisor C.J. Davis and Clerk Evan Hope to approve the formation and participation of Delhi Charter Township with the CGAP Grant and participate in the Lansing Regional Active Violence (AVI) Medical Response Team.

AYES:

NAYS:

The foregoing Resolution declared adopted on the date written above.

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

**STATE OF MICHIGAN)  
COUNTY OF INGHAM)§**

I, the undersigned, the duly qualified Clerk for 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 18th day of November 2014.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of November 2014.

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

## DELHI CHARTER TOWNSHIP

## M E M O R A N D U M

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** November 12, 2014  
**RE:** 2015 Employee Compensation Schedule

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Enclosed for your review and approval is the proposed 2015 Employee Compensation Schedule for full-time and part-time employees of Delhi Township, effective January 1, 2015. This compensation schedule includes a 2.4% cost of living increase, which is consistent with the 2015 budget.

Since 1993, our recommended and approved compensation schedules have reflected the CPI for urban wage earners and clerical workers. This method has consistently resulted in an increase in our compensation schedules through FY 2009. The schedules were frozen in 2010, 2011 and 2013, while the 2012 and 2014 schedules reflected increases of 2.0% and 2.6% respectively. The CPI for this same time period reflects a collective increase of 9.2%. The recommended increase of 2.4% includes the current CPI of 1.4% along with a 1.0% increase to narrow the gap between the actual wage increases and the collective CPI increases.

The impact of the proposed 2.4% increase is \$36,856 in the General Fund, \$30,601 in the Sewer Fund, and \$24,286 in the Fire Fund, for a collective total of \$91,743. The impact includes gross wages, FICA, pension, life insurance, disability insurance, and workers' compensation costs. This excludes contract employees, DDA, election workers, volunteer paid on-call fire, seasonal, boards and commissions, and certain per diem employees.

**RECOMMENDED MOTION:**

**To approve the 2015 Employee Compensation Schedule for full-time and part-time employees of Delhi Charter Township, which includes a 2.4% cost of living increase, effective January 1, 2015.**

# PROPOSED

## DELHI CHARTER TOWNSHIP 2015 EMPLOYEE COMPENSATION SCHEDULE EFFECTIVE JANUARY 1, 2015

### HOURLY COMPENSATION \*\*

2015 PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
A	\$8.472	\$8.832	\$9.225	\$9.666	\$10.165
B	\$9.278	\$9.670	\$10.105	\$10.586	\$11.131
C	\$10.157	\$10.588	\$11.063	\$11.591	\$12.188
D	\$11.125	\$11.596	\$12.118	\$12.694	\$13.346
E	\$12.179	\$12.697	\$13.269	\$13.897	\$14.615
1	\$13.337	\$13.917	\$14.481	\$15.240	\$16.003
2	\$13.876	\$14.476	\$15.134	\$15.856	\$16.648
3	\$14.418	\$15.046	\$15.732	\$16.481	\$17.305
4	\$15.332	\$16.002	\$16.725	\$17.527	\$18.401
5	\$16.591	\$17.309	\$18.098	\$18.960	\$19.908
6	\$18.005	\$18.788	\$19.642	\$20.578	\$21.612
7	\$19.695	\$20.554	\$21.485	\$22.509	\$23.634
8	\$21.804	\$22.755	\$23.788	\$24.918	\$26.163
9	\$24.055	\$25.099	\$26.240	\$27.493	\$28.866
10	\$26.589	\$27.745	\$29.005	\$30.386	\$31.907
11	\$28.980	\$30.239	\$31.609	\$33.119	\$34.777
12	\$31.877	\$33.264	\$34.771	\$36.434	\$38.256
13	\$37.386	\$38.852	\$40.450	\$42.354	\$44.166

### ANNUAL COMPENSATION \*\*\*

2015 PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
A	\$17,621.76	\$18,370.56	\$19,188.00	\$20,105.28	\$21,143.20
B	19,298.24	20,113.60	21,018.40	22,018.88	23,152.48
C	21,126.56	22,023.04	23,011.04	24,109.28	25,351.04
D	23,140.00	24,119.68	25,205.44	26,403.52	27,759.68
E	25,332.32	26,409.76	27,599.52	28,905.76	30,399.20
1	27,740.96	28,947.36	30,120.48	31,699.20	33,286.24
2	28,862.08	30,110.08	31,478.72	32,980.48	34,627.84
3	29,989.44	31,295.68	32,722.56	34,280.48	35,994.40
4	31,890.56	33,284.16	34,788.00	36,456.16	38,274.08
5	34,509.28	36,002.72	37,643.84	39,436.80	41,408.64
6	37,450.40	39,079.04	40,855.36	42,802.24	44,952.96
7	40,965.60	42,752.32	44,688.80	46,818.72	49,158.72
8	45,352.32	47,330.40	49,479.04	51,829.44	54,419.04
9	50,034.40	52,205.92	54,579.20	57,185.44	60,041.28
10	55,305.12	57,709.60	60,330.40	63,202.88	66,366.56
11	60,278.40	62,897.12	65,746.72	68,887.52	72,336.16
12	66,304.16	69,189.12	72,323.68	75,782.72	79,572.48
13	77,762.88	80,812.16	84,136.00	88,096.32	91,865.28

\*\* Includes a 2.4% cost of living increase.

\*\*\* Based on 2,080 hours

Note: Step Increase progression is effective the first day of the pay-period following the completion of 2,080 hours.

# DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John Elsinga, Township Manager

**DATE:** November 12, 2014

**RE:** Delta Dental Benefit Plan Renewal

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We are in receipt of our Delta Dental Benefit Plan Renewal effective January 1, 2015 through December 31, 2016. This renewal includes a 2-year rate guarantee and represents a 0% rate increase with no change in plan design or benefit coverage. The monthly premiums are reflected as follows:

	Monthly Premium 2013-14	Monthly Premium 2015-16
Single	\$42.81	\$42.81
2-Party	80.24	80.24
Family	133.19	133.19

Our Delta Dental Plan provides Class I benefits covered at 100%, Class II benefits covered at 80%, Class III benefits covered at 50%, with a maximum benefit per person per plan year of \$900.

Providing dental coverage through Delta Dental to Township employees offers many advantages, the first of which is that dentists have agreed to a pre-arranged negotiated rate for services provided. In addition, dentists agree not to balance bill insureds and will submit claims directly to Delta Dental on the insured's behalf. Finally, Delta Dental has negotiated reduced fees for services. This quality of service by both Delta Dental and their affiliate dentists has provided a high level of satisfaction for both the employee and the Township for the past two decades.

Based upon the above and the very favorable renewal, I recommend that the Township Board approve the 2-year renewal with Delta Dental with no change in benefit coverage.

### RECOMMENDED MOTION:

**To approve the insurance renewal with Delta Dental Plan of Michigan for the 2015 and 2016 calendar years, with no change in benefit coverage for employee dental care.**

**DELHI CHARTER TOWNSHIP****M E M O R A N D U M**

**TO:** Delhi Township Board Members

**FROM:** John Elsinga, Township Manager

**DATE:** November 12, 2014

**RE:** Blue Cross Blue Shield High Deductible Health Plan (BCBS-HDHP) Renewal

We are in receipt of our BCBS-HDHP Renewal for the 2015 calendar year. This renewal represents an overall monthly premium decrease of 5.46% with no change in plan design or benefit coverage. However, with the implementation of the Affordable Care Act (ACA), there are certain taxes and fees that will be billed in addition to the premiums. The annual taxes and fees assessment for our group is estimated to be approximately \$27,656.

The premiums for renewal of this health plan are as follows:

	2014 Monthly Premium	2015 Monthly Premium
Single	\$404.46	\$382.84
2-Party	\$970.72	\$918.80
Family	\$1,213.40	\$1,148.51
1 Retiree	\$516.40	\$485.54
2 Retiree	\$1,032.80	\$ 971.08

This renewal also places the Township in a favorable position as it relates to Public Act 152, which took effect January 1, 2012. The Act creates a "Hard Cap" on the amount a public employer may contribute to its employees' medical benefit plan. Under the "Hard Cap" rules, the total annual cost to the Township cannot exceed \$482,672. The total annual cost of this renewal for 2015 is approximately \$419,068.

**RECOMMENDED MOTION:**

**To approve the Blue Cross Blue Shield High Deductible Health Plan Renewal for the 2015 calendar year.**