

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JANUARY 20, 2015**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, January 20, 2015 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 6:30 p.m.

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

Members Absent: None

BUSINESS

SAW GRANT UPDATE

The Board reviewed a letter dated January 13, 2015 from James F. Burton, P.E., Hubbell, Roth and Clark (ATTACHMENT I)

Sandra Diorka, Director of Public Services, and James Burton, P.E., Hubbell, Roth and Clark, gave an update on the SAW Grant Project.

Mr. Burton stated that the Township's SAW Program is proceeding ahead of schedule and under budget. The design work for Eifert Road is continuing and the designing of the lagoon will begin soon.

The Wastewater Asset Management Plan is ahead of schedule. The cleaning and televising of sewers for condition assessment continues. Work will continue on the GIS system and inventory. Condition assessment activities will be performed during the next quarter. Spring field assessments are in the preparations.

Mr. Burton stated that the Township is ahead of projections to meet the match with previously incurred expenses and current/future in-kind services. The Township match for this project is intended to be \$444,443. To date, the Township has spent \$155,054 on incurred costs and \$267,030 on Township staff cost for a total of \$422,084. Township staff time will continue to be incurred for cleaning and televising.

FIRE DEPARTMENT – DECEMBER ACTIVITY REPORT

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

Fire Chief Brian Ball stated that mutual aid received from and given to the City of Lansing is close to equal. Chief Ball and Deputy Chief Brad Drury have compiled a list of warming and cooling centers. Chief Ball stated that he will be presenting a Township Emergency Management Program to the Township Board for their consideration.

COMMUNITY DEVELOPMENT DEPARTMENT – DECEMBER ACTIVITY REPORT

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

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JANUARY 20, 2015**

Tracy Miller, Director of Community Development, stated that in 2013 there were 37 new single family homes built and in 2014 there were 53. There was approximately \$8,150,000 in commercial/industrial value attributed to new construction which is approximately twice the amount that of 2013. Residential was down slightly, mostly due to the construction of multi-family residential apartment buildings.

The Ram Trail project has been submitted and will go out for bid shortly; construction should begin in the spring, lasting through summer and into the fall.

Ms. Miller stated that Howard Kohn from Chesapeake Group will speak to the Planning Commission regarding his residential and non-residential market analysis, focusing on the Cedar Street re-visioning project that will begin in 2015. Ms. Miller encouraged the Board to attend the January 26, 2015 Planning Commission meeting to hear Mr. Kohn's presentation.

In 2014, the Planning Commission worked on updating and revising the zoning district provisions as it pertains to the Town Center zoning district. The question now is how to move forward with rezoning the appropriate properties in the Community Activities Center zoning district. Property owners will be invited to an informational discussion to be held at the February 23, 2015 Planning Commission meeting in regard to rezoning the appropriate properties in the Community Activities Center zoning district.

Trustee Hayhoe asked if Holt Road would be repaired during the Ram Trail project. Ms. Miller stated that the road repair is slated to begin in 2016/2017.

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

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

Lt. Elliott stated that the recent snow blower larcenies have ended as an individual that is believed to be committing the larcenies has been apprehended.

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 7:09 p.m.

Date: February 17, 2015

Evan Hope, Township Clerk

Date: February 17, 2015

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**PRINCIPALS**

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

SENIOR ASSOCIATES

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

ASSOCIATES

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

HUBBELL, ROTH & CLARK, INC.

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

January 13, 2015

Delhi Charter Township
 2074 Aurelius Road
 Holt, Michigan 48842

Attn: Mr. John Elsinga, Township Manager

Re: SAW Update and Program Discussion
 January 2015

HRC Job No. 20140175

Dear Mr. Elsinga:

HRC is pleased to provide this update on the Township's SAW Program. The period covered in this report is January 2, 2013 (the beginning of grant eligible expenses) through December 31, 2014. Moving forward, these updates will be provided on a quarterly basis.

I. Design Work

Work Completed Since January 2, 2013:

- Eifert Road design is underway
- Primary Clarifier Design/Build was completed
- Evaluating scope of the lagoon buildings proposal.

Focus of Efforts in Next Quarter:

- Continued design on Eifert Road
- Begin design on lagoon buildings
- Continue to monitor other design proposals (Pine Tree Lift Station, Emergency Generator Interconnection, RBC Building Conversion) to determine when proposals will become necessary.

II. Wastewater AMP

Work Completed Since January 2, 2013:

- Received approval of SAW program at the November 5 Board meeting.
- Held kick off meeting with Township staff on November 18.
- Working with Township staff on their work completed to date and continuing their efforts related to system inventory.
- Township staff is continuing to clean and televise sanitary sewers for condition assessment.
- Township staff is performing condition assessment at POTW, including review of nitrification tower.

Focus of Efforts in Next Quarter:

- GIS system updated.
- On-going inventory and condition assessment activities.
- Prep for spring field assessments.

III. Stormwater Management Plan

Work Completed Since January 2, 2013:

- Water quality sampling completed.

Focus of Efforts in Next Quarter:

- Kickoff meeting for stormwater management plan.

IV. Misc. Update Items

Outstanding Critical Questions:

- None identified.

Township Assistance Needed:

- None at this time.

Impediments to Project Schedule:

- None at this time.

Scope and/or Budget Concerns:

- None at this time.

Proposals for Township Board Consideration:

- None at this time.

V. Disbursement Summary:

Disbursement requests #1 and #2 have been submitted and are summarized below and on the attached spreadsheet.

	Jan 2013 – Dec 2014	Cumulative Total
Eligible Costs Incurred To Date (inc pre-award costs)	\$452,796.20	\$452,796.20
Less Local Match	(\$45,279.62)	(\$45,279.62)
Total Disbursement	\$407,516.58	\$407,516.58

SUMMARY

Based on the efforts by Ms. Diorka and the POTW and Maintenance staff, the Township’s SAW Program is proceeding ahead of schedule and under budget. Further, the Township is ahead of projections to meet your match with previously incurred expenses and current/future in-kind services. The Township match for this project is intended to be \$444,443. To date, the Township has spent \$155,054 on incurred costs, and \$267,030 on Township staff cost for a total of \$422,084. Township staff time will continue to be incurred for cleaning and televising. This is money that would have been spent regardless of the grant.

Mr. John Elsinga
January 13, 2015
HRC Job Number 20140175
Page 3 of 3

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

Very truly yours,
HUBBELL, ROTH & CLARK, INC.



James F. Burton, P.E.
Associate

pc: Delhi Charter Township; Township Board, Ms. Sandra Diorka
HRC; G. Hubbell, K. Stickel, T. Grant, File

Delhi Township
SAW Budget Summary

January 2014 Township Board Meeting

HRC Job #	Task	SAW Budget	SAW Actual (To Date)				Balance
		Total Estimated SAW Eligible Costs A	Township Staff and Equipment Costs	Vendor/ Software/ Contractor	Consultant/ Vendor Costs	Total Actual Spent B	Total A-B
Design Services							
20130043	Pine Tree Lift Station Retrofit	\$ 21,100	\$ -	\$ -	\$ 485	\$ 485	\$ 20,615
20130633	Eifert Road Forcemain Replacement (Inc SME proposal) NORTH	\$ 99,560	\$ 614	\$ -	\$ 82,255	\$ 82,869	\$ 16,691
20130937	Replacement of Primary Clarifier Drives	\$ 16,350	\$ 30	\$ -	\$ 5,960	\$ 5,990	\$ 10,360
20130940	Emergency Generator Interconnections	\$ 12,060	\$ -	\$ -	\$ -	\$ -	\$ 12,060
20130939	RBC Building Conversion	\$ 51,420	\$ -	\$ -	\$ 2,770	\$ 2,770	\$ 48,650
20130938	Lagoon Building Replacements	\$ 19,180	\$ -	\$ -	\$ 3,078	\$ 3,078	\$ 16,102
Subtotal - Design		\$ 219,670				\$ 95,192	\$ 124,478
Sanitary Sewer AMP		\$ 1,949,716	\$ 230,920	\$ -	\$ 91,219	\$ 322,138	\$ 1,627,578
Stormwater Management Plan		\$ 275,058	\$ 35,466	\$ -	\$ -	\$ 35,466	\$ 239,591
TOTAL		\$ 2,444,443	\$ 267,030	\$ -	\$ 185,767	\$ 452,797	\$ 1,991,647

<u>GRANT</u>	
Grant Amount	\$ 2,000,000.00
Total Reimbursements	\$ 407,516.58
Balance	\$ 1,592,483.42

<u>MATCH</u>	
Match Amount	\$ 444,443.00
Total Local Match	\$ 45,279.97
Balance	\$ 399,163.03
Incrrend Expenses	\$ 155,054.23
Township Staff and Equipment Costs To Date	\$ 267,029.69
Balance to Cover Match with Township Costs	\$ 22,359.09

Delhi Township Fire Department Monthly Report

December, 2014

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	244	-	244
Fire / Rescue	40	-	40
Total Calls	284	-	284
Staff Hours	514.41	-	514.41

Total calls in 2014: 3,040

Total calls for 2013: 2672

Inspections

Commercial Fire Inspections – 0

Fire Personnel Company Inspections - 12

Training

237 Personnel participated in 366 Hours of Training

Recruitment / Retention

<u>Activity</u>	<u>Hours</u>
Station tours	2
Meetings/Presentations	23
Mentoring new personnel	13

Mutual Aid: Given – 24 Received –8 Auto Aid- 31

Miscellaneous

- Dec 16 127/Barnes assist Lansing Mason Ambulance with vehicle accident
- Dec 20 127/I-96 Vehicle fire – total loss
- Dec 21 5000 Blk. Waverly oven fire – minimal loss
- Dec 22 127@Holt rest area Large freight transport vehicle fire
- Dec 31 3700 Blk Howell trash truck fire

DELHI CHARTER TOWNSHIP
Department of Community Development

December 2014 Activity Report

New Permits:

Category	DDA Area Permits	Total Permits	Total Inspections
Building	4	22	103
Electrical	3	19	35
Mechanical	9	38	94
Plumbing	5	20	44
Totals	21	99	276

Soil Erosion Permits & APA Projects:

Category	DDA Area Permits	Total Permits/New Projects	Total Inspections
Soil Erosion	0	4	48
Soil Erosion Waivers	1	5	0
APA Projects	0	0	8
Totals	1	9	56

New Code Enforcement Cases:

Category	DDA Area Cases	Total Cases
Building Maintenance	2	4
Fence Violation	0	0
Junk & Debris	2	3
Junk Vehicles	2	3
Miscellaneous	2	4
Noxious Weeds	0	0
Sidewalk Snow	0	0
Sign	1	1
Site Plan	0	0
Yard Parking	0	3
Improper Zoning Use	0	0
Totals	9	18
Total # of Inspections	31	

Rental Program Information:

Number of New Registered Rental Properties	2
Number of Rental Re-inspections	27
Number of Rental Investigations	0
Number of Rental Cycle Inspections	122

Civil Infraction/Abatement Information:

Abatement/Clean-ups	1
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	\$19,822.23
Civil Infractions Issued	0
<i>Civil Infraction Fines Issued (Year to date)</i>	\$3,315.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
COMMERCIAL ALTERATION							
PB14-394	3380 E JOLLY ROAD	PAUL DAVIS RESTORATION	<i>BUILDING THREE CLASSROOMS WITHIN EXISTING BUILDING</i>	\$34,500	\$231.00	Y	
PB14-397	1957 CEDAR STREET	DEVINE, CHARLES	<i>NEW SOFFIT / FACADE</i>	\$8,000	\$50.00	Y	
COMMERCIAL ALTERATION				\$42,500	\$281.00		Total: 2
COMMERCIAL MISCELLANEOUS							
PB14-403	2618 S WAVERLY ROAD	WILLIAM PERRY CONSTRUCTION	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00		
COMMERCIAL MISCELLANEOUS				\$8,000	\$50.00		Total: 1
COMMERCIAL NEW STRUCTURE							
PB14-393	2343 EIFERT ROAD	C & S CONSTRUCTION	<i>CONSTRUCTING A 2,560 SQ FT POST FRAME COLD STORAGE BUILDING</i>	\$46,080	\$310.20		
PB14-399	1433 EIFERT ROAD	THEROUX DEVELOPMENT CO	<i>CONSTRUCTING 2,880 SQ FT POLE BARN</i>	\$70,000	\$462.00		
COMMERCIAL NEW STRUCTURE				\$116,080	\$772.20		Total: 2
DEMOLITION							
PB14-392	5153 AMSTERDAM AVENUE #051	Michigan Demolition & Excavation, L	<i>DEMOLITION OF MOBILE HOME AFTER FIRE DAMAGE</i>	\$0	\$50.00		
DEMOLITION				\$0	\$50.00		Total: 1
FENCE							
PB14-405	5942 HEMLOCK DRIVE	MCPHERREN, CHARLES M & MARY L	<i>FOUR FOOT CHAIN LINK FENCE IN THE BACKYARD</i>	\$0	\$50.00		
PB14-408	5738 CARTAGO DRIVE	FREID, ALAN L & ANNETTE	<i>4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$50.00		
FENCE				\$0	\$100.00		Total: 2
RESIDENTIAL ADDITION							

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB14-404	2480 TIFFANY LANE	AMERICAN REMODELING BUILDING	<i>135 SQ FT OF GARAGE STORAGE AND 63 SQ FT LAUNDRY ROOM</i>	\$8,775	\$54.00	
RESIDENTIAL ADDITION				\$8,775	\$54.00	Total: 1
RESIDENTIAL ALTERATION						
PB14-401	5475 HARPER ROAD	W.S. TOWNSEND COMPANY	<i>INSTALLING THREE PIECE BATHROOM IN BASEMENT. NO STRUCTURAL CHANGES</i>	\$16,000	\$96.00	
PB14-406	4139 SANTA CLARA DRIVE	BURTON, JILL M	<i>537 SQ. FT. OF BASEMENT FINISH</i>	\$10,740	\$66.00	
RESIDENTIAL ALTERATION				\$26,740	\$162.00	Total: 2
RESIDENTIAL DWELLING/GARAGE						
PB14-402	5918 HEMLOCK DRIVE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$188,052	\$1,134.00	
RESIDENTIAL DWELLING/GARAGE				\$188,052	\$1,134.00	Total: 1
RESIDENTIAL MISCELLANEOUS						
PB14-389	3010 IVYWOOD LANE	JIMMERSON ROOFING	<i>TEAR OFF AND RE-ROOF HOUSE ONLY - NOT GARAGE</i>	\$8,000	\$50.00	
PB14-390	3861 BUSH GARDENS LANE	AUSTIN ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	
PB14-391	2029 PHILLIPS AVENUE	SIMON ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	
PB14-395	2167 AUBURN AVENUE	C.S. ROOFING CO LLC	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	
PB14-396	6428 BISHOP ROAD	NORTHERN HOME IMPROVEMENT INC	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	
PB14-398	1840 TUPELO TRAIL	GOODALL CONSTRUCTION CO	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	
PB14-400	1781 JEANNE STREET	SIMON ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	
PB14-407	2051 HAMILTON STREET	HANSON'S WINDOW AND CONSTRUCTION IN	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$50.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
RESIDENTIAL MISCELLANEOUS				\$64,000	\$400.00	Total: 8
SIGN						
PS14-032	4625 WILLOUGHBY ROAD STE 6	DOUGLAS SIGNS	<i>CHANGING OUT 16 SQ FT SIGN ON EXISTING FREE STANDING SIGN</i>	\$0	\$66.00	Y
PS14-033	4625 WILLOUGHBY ROAD STE 6	DOUGLAS SIGNS	<i>INSTALLING 18 SQ FT WALL SIGN</i>	\$0	\$68.00	Y
SIGN				\$0	\$134.00	Total: 2

Totals:	\$454,147	\$3,137.20	22
----------------	------------------	-------------------	-----------

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

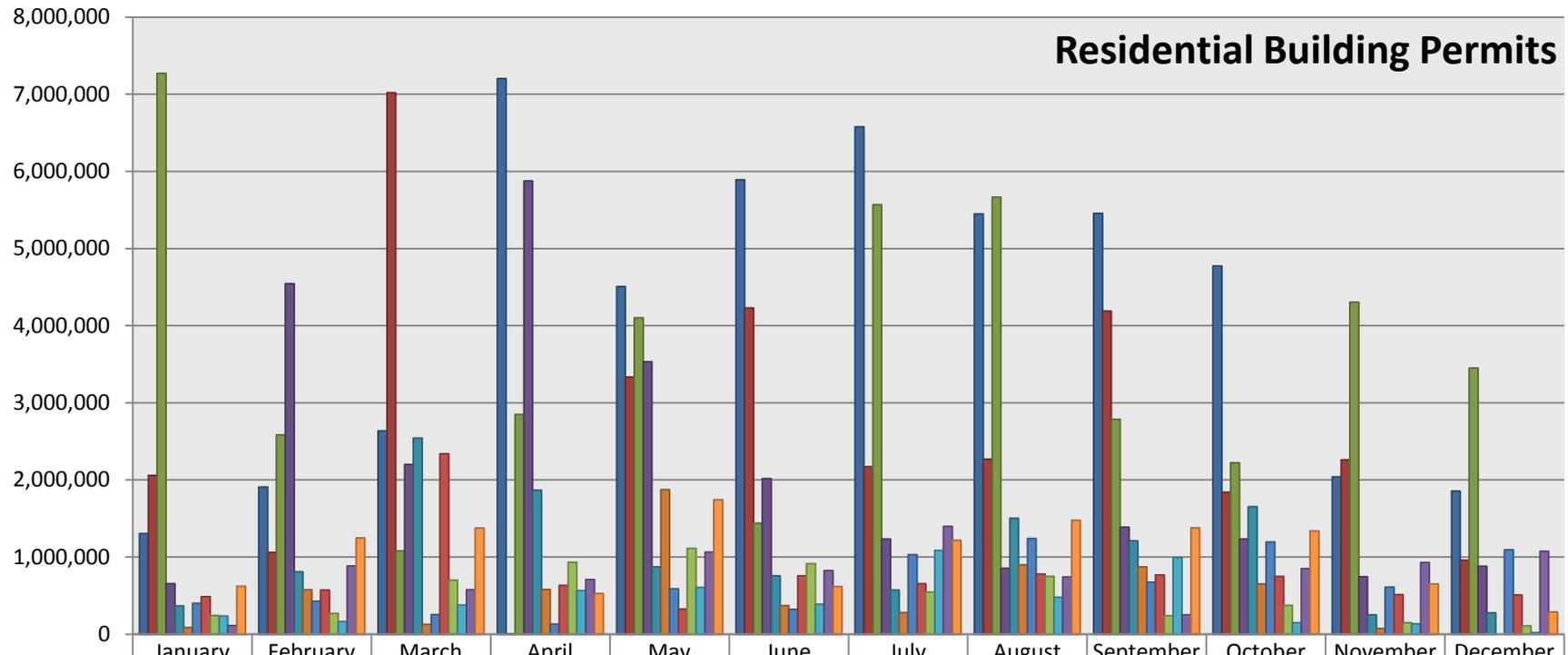
SUMMARY OF CONSTRUCTION VALUES

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
Commercial Sub-Totals	31	\$ 3,706,694.00	34	\$ 5,575,327.00	30	\$ 3,377,508.00	42	\$ 4,981,119.00	42	\$ 4,456,380.00	38	\$4,367,021.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	165	\$ 1,118,676.00	487	\$ 3,105,297.00	372	\$ 2,103,596.00	233	\$ 1,262,153.00	243	\$ 1,097,292.00	305	\$ 1,433,877.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	27	\$ 5,189,435.00	22	\$ 3,861,101.00	37	\$ 5,998,675.00	28	\$ 3,849,279.00	25	\$ 3,065,174.00	37	\$ 7,191,454.00
Residential Addition, Residential Alteration	51	\$ 1,013,207.00	43	\$ 1,085,548.00	51	\$ 1,105,827.00	46	\$ 1,021,182.00	48	\$ 1,055,333.00	46	\$ 774,740.00
Residential Multiple Family & Apartment Units	0	\$ -	0	\$ -	2	\$ 1,237,795.00	3	\$ 3,694,734.00	0	\$ -	3	\$ 4,098,671.00
Residential Sub-Totals	243	\$ 7,321,318.00	552	\$ 8,051,946.00	462	\$10,445,893.00	310	\$ 9,827,348.00	316	\$ 5,217,799.00	391	\$ 13,498,742.00

2014 Year to date Construction Values:

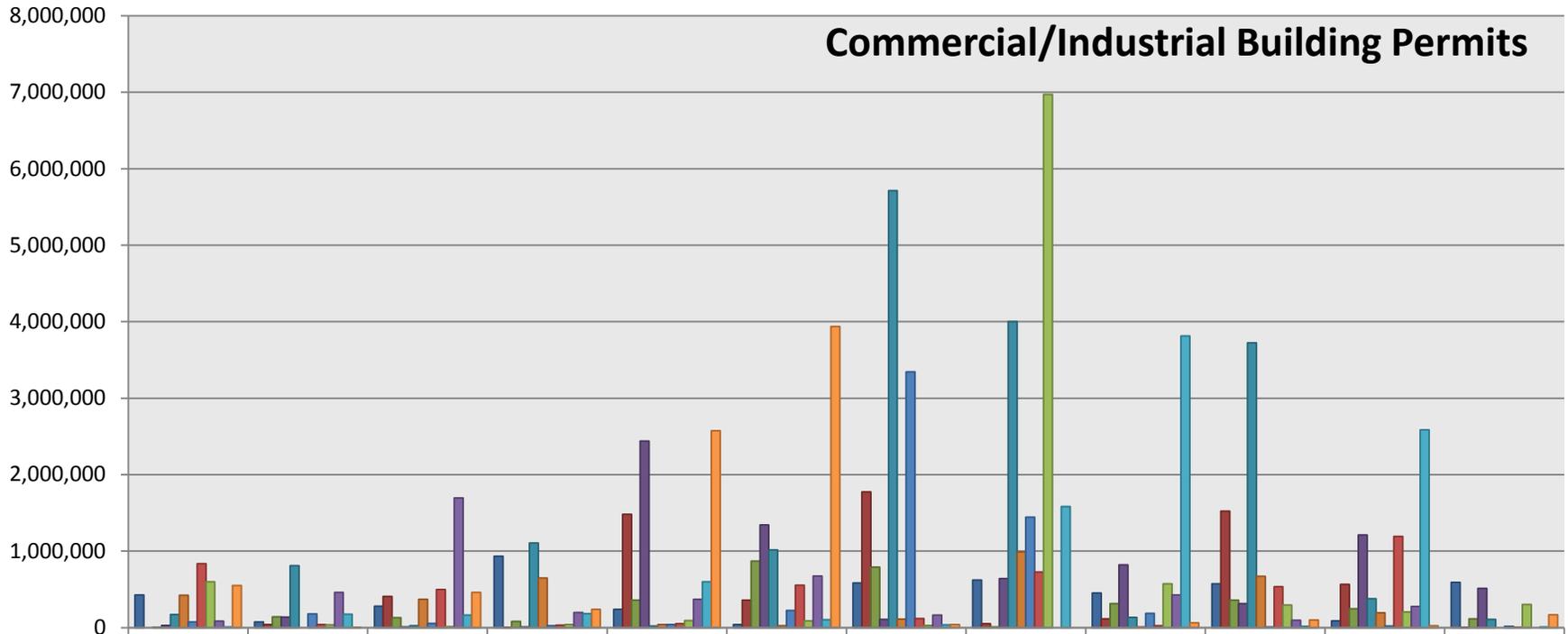
Commercial / Industrial:	\$ 8,152,528.00
Residential:	\$ 12,477,445.00
Total Single Family Homes:	53

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	652,830	287,567

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	23,000	166,580

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: January 1, 2015

RE: December 2014 Monthly Report

HIGHLIGHTED CASES AND INCIDENTS:

- 12/2/14 Deputies responded to a report of a hit and run in the Burger King drive-thru on Jolly Road. The Suspect vehicle was found at the driver's home on Pine Dell road. Contact was made with the driver, and she was found to be intoxicated, and was arrested for OWI.
- 12/3/14 Deputies responded to a larceny of beer from the Quality Dairy on Aurelius at Cedar. Deputies found the suspect drinking the stolen beer, seated leaning up against the Little Ceasar's Pizza next door. He was arrested and lodged at the Ingham Co. Jail.
- 12/9/14 Deputy Rowley took a hit and run report in the Big Ten parking lot. Victim was able to provide a plate of the vehicle that struck him. Deputy Rowley was able to track down the suspect, and she was issued a ticket for leaving the scene of an accident.
- 12/11/14 Deputies took a report of a late CSC that happened over the summer in the woods behind the Holt Manor trailer park. This case is under further investigation by the Detective Bureau.
- 12/11/14 Deputies responded to Holt and Eifert for a vehicle on the side of the road with a female possibly having a medical issue. The female was not having a medical emergency, but was intoxicated. She was arrested for OWI and child endangerment as there was a child in the vehicle.

- 12/11/2014 Starting at 6pm on December 11th, and thru December 13 at 6am, MSUDPS covered Delhi Township to allow all Deputies time off to grieve and attend Deputy Grant Whitaker's funeral. All MSUDPS officers are Deputized by the Sheriff, enabling them to have law enforcement powers in Delhi Township. They took eleven calls during this time, and all calls were followed up on by Deputies on December 13. We'd like to thank them for helping us in our time of need. We'd also like to thank Delhi Township Fire for assisting and hanging the American Flag from their ladder truck on the procession route. Finally, we'd also like to thank the great citizens of Delhi Township for showing so much compassion and support of us in our time of need. Thank you!
- 12/21/2014 Dep. Rowley stopped a vehicle for weaving at Keller and Depot. The driver was found to be intoxicated and was arrested for OWI.
- 12/22/2014 During December, Delhi experienced a rash of snow blower and generator thefts. We had 9 reported stolen snow blowers and 2 stolen generators. Deputies were able to identify a suspect, and recover some of the stolen items from pawn shops. Items were recovered as far away as Jackson County. The suspect is also believed to have hit Delta Township, Lansing, and Meridian Township as well. On the 22nd, the Fugitive Team was able to locate and arrest the suspect in Lansing. He had stolen items in his van when arrested, as well as Heroin on his person. Detective bureau is obtaining warrants for all of the thefts, and following up on the investigation.
- 12/26/2014 Deputies responded to a hit and run in the Crystal Bar parking lot. A description of the suspect was obtained, and the suspect was found intoxicated. He was arrested for OWI 3rd and leaving the scene of an accident.
- 12/29/2014 Deputies responded to Kroger for a distraught woman stating she had been abducted and raped multiple times. The crime was found to have occurred in Lansing, and it was turned over to their Detective Bureau.
- 12/29/2014 Deputies responded to Tolland for a family fight. Suspect was intoxicated and came outside causing a bigger disturbance. He was arrested for disorderly conduct and taken to the Jail.

STATISTICS:

During the month of December, Deputies responded to 308 calls for service (written and blotter complaints). They made 54 arrests of which 24 were self – initiated. Deputies issued 157 citations. Deputies conducted 277 business/property checks, 26 liquor inspections, and spent 146.3 hours in Community Policing. Deputies participated in 49.1 hours of training.

Calls for Service

	2012	2013	2014
December	357	424	308
Year to Date	5148	4654	3735

Total Arrests

	2012	2013	2014
December	114	116	54
Year to Date	1162	1389	1324

Total Self – Initiated Arrests

	2012	2013	2014
December	62	67	24
Year to Date	658	752	752

Citations Issued

	2012	2013	2014
December	188	166	157
Year to Date	2382	2415	2607

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 Kelly Bowden #5379
DATE: Friday, January 02, 2015
RE: December 2014 Monthly Business Officer Report

Total Complaints:	30
Traffic Stops:	10
Citations:	5
Property/ Business Checks:	81
Community Policing Hours:	14.1
Liquor inspections:	2

Community Policing Highlights:

I assisted a local church with resolving an abandoned vehicle complaint after the vehicle had been left parked in their lot for several days. Interestingly enough, the vehicle had been the subject of another abandoned vehicle complaint a few days prior at a neighboring business and had been displaying an improper plate at that time, which I confiscated. On this occasion, it appeared the driver didn't bother replacing their license plate as there was none displayed. I provided the church with information on how to have the vehicle removed from their property.

I responded to a local convenience store after the owner reported someone was illegally dumping trash in their recycling dumpster. This caused the store to have to pay a penalty

for having regular trash in their recycling dumpster. I was able to locate the responsible party and they admitted responsibility. In lieu of being cited, the suspect apologized to the store, removed his trash, and properly disposed of it at his residence. The matter is closed.

Investigative Highlights:

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

In last month's report, I gave details about a complaint where a citizen's purse was stolen from her unlocked vehicle and her credit card was later used at several areas gas stations and stores. The Prosecutor's Office authorized several felony charges against my suspect and I was able to locate him at his residence and take him into custody, despite his efforts to engage me in a lively game of hide and seek by hiding in his attic. The suspect is currently lodged at the Ingham County Jail awaiting his day in court.

I am continuing a fraud investigation involving a caregiver allegedly stealing money from a 102 year old victim. The monetary loss is approximately \$50,000.00 and I anticipate meeting with the Prosecutor's Office for case review and warrant authorization in the coming weeks

I assisted patrol officers with the investigation of several snow blower and power equipment larcenies that had occurred in the Township over the past several months. Using information provided by one of the victims, I was able to locate and recover one snow blower that had been recently stolen. This lead to a suspect being developed and I was able to quickly locate additional suspicious transactions by the same person that were occurring at area pawn shops in Lansing and Jackson. Delhi Division Deputies and our Detective Bureau briefed on our suspect, who was an at-large parolee, and then began the process of recovering additional property. With assistance from the MSP Fugitive Squad, we were able to locate and arrest the suspect, recover additional stolen property, and make a few of our citizen's holidays better and brighter. The suspect celebrated Christmas and New Years as a guest of the Sheriff's Office in the Ingham County Jail.

A citizen who had parked at a local convenience store reported the theft of her lap top computer from her unlocked vehicle. I began an investigation and was working with the computer manufacturer to track the stolen item when the victim called back to tell me she had located the lap top sitting on the floor under her work desk. The matter is closed.

I responded to the parking lot of a local business for a trouble with subject call. The reporting party claimed he was being stalked by a female and she had confronted him in the parking lot, demanding money and threatening him. I located the female and was able to determine the two were engaged in a civil dispute pertaining to money the female had loaned the male and not been repaid. There was no assault and both parties agreed to take the dispute to civil court rather than resolve it by shouting at each other in a public parking lot.

I responded to a local nursing home for a suspicious situation. The Director of the facility reports receiving packages that were returned for insufficient postage after being sent by an identified suspect. The suspect does not reside or work at the facility and it is unknown why she is using their address or what the contents of the packages are. The matter has been turned over to the United States Postal Inspection Service for further follow up.

Respectfully Submitted,

Deputy Kelly Bowden, Badge #5379



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: Monday, January 05, 2015
RE: December 2014 Monthly Report

MONTHLY STATS:

Complaints: 16
Community Policing hours: 70
School Checks: 45

COMMUNITY POLICING ACTIVITY:

In December I took a neighbor complaint from an individual living in the Burton Ave area. The complainant advised that one home in particular had a lot of traffic coming and going from the home, usually in the evening hours. In addition to the traffic problem the complaint voiced additional concerns. Based on the nature of the complaint I believed that it would be beneficial to conduct an evaluation of the problem using the S.A.R.A (Scanning – Analyzing – Responding/Assessing – Results) Model, a proven Community Policing method of problem solving. After determining the problems with the residence a plan was put in action which included a patrol presence in the area, making contact and identifying any subjects in the area and making contact with the homeowner. The homeowner was advised of the reported problems and the consequences of any criminal activity occurring at the home. The homeowner seemed receptive to the action plan and understood the consequences if there was any criminal activity going on in the home.

Since the initial neighbor complaint I do not believe there have been any additional reported incidents in the area.

Prior to the winter break I met with the Principal at Wilcox Elementary about possible truancy problems. We had a discussion about what the current law states and what proposed changes are working their way through the Legislature. Of the list of students that were on the cusp of being referred for truancy there was one family that stuck out in the Principal's mind and she asked if I would make contact with the parent. When I made contact with the children's parent I advised her of my position with Ingham County Sheriff's Office and the school district and reason for my call. I discussed the Compulsory Attendance Law with the mother of the children and reminded her that additional absences could result in being referred to the prosecutor's office for review.

On December 10, Deputy Huhn and I took "Santa" out for the annual Santa and Elves event to area residential apartments and neighborhood watch programs. Santa and his Elves visited Tamarack Apartments, Holt Senior Care and Rehabilitation Center, Strafford Place Apartments, Stonegate Mobile Home Park, Woodland Lakes Apartment Community Center, and Delhi Manor Mobile Home Park. More than 300 residents living in the Township met with "Santa", decorated cookies with "Santa" and sang Christmas Carols with "Santa."

During December, I made a number of posts to the Ingham County Sheriff's Office – Delhi Facebook page. Some of these posts included a reminder to followers about leaving their vehicles unattended and running, prevention tips from Ingham County Substance Abuse and Prevention Coalition for teens and their parents about holiday drinking, a YouTube video from the National Fire Protection Association about how flammable a dry Christmas tree can be, a video from FEMA about getting ready for winter, myths and facts of winter driving from OHSP, Do 1 Thing for January what disasters put you at risk and making a plan, winter driving tips from AAA, a reminder that "buzzed driving is drunk driving," and the importance of documenting serial numbers on home electronics to bicycles.

OTHER HIGHLIGHTS:

In December I received 16 calls for service; 11 of the 16 calls were school related incidents, five of which were school bus violations. Calls for service pertaining to schools included domestic assault incident, threats, minor in possession, truancy, and suspicious situation.

On December 8, while at Holt High School the office became aware of a possible fight in the hallway after school was out. After looking at the video I was able to determine that there was in fact a physical altercation between a student and his parent. The video showed the student and parent pulling and pushing one another in the hallway. On December 9, I was able to meet and interview the student about the incident. The student reported that his dad came to the school to talk to his teachers about his grades but he reported that he was disrespectful to his dad so his dad grabbed him by the jacket. The

parent also reported that he went to the school to talk with his son and his son's teachers about grades, but his son walked away from him, and as he grabbed his son they started to pull and push each other. Neither person was injured in the altercation. A copy of the report was submitted to Child Protective Services and Ingham County Prosecutor's Office.

On December 1, I received a threat complaint from a high school teacher. The teacher reported that he issued homework to a class after the class acted out for a substitute teacher. The teacher reported that the homework assignment pertained to the lesson they were working on; however, one parent felt that the homework assignment was inappropriate punishment and wrote the homework himself and had his son turn the work in. The teacher advised that after he read the answers to the questions he felt the parent was directly threatening him. Prior to the winter break the teacher, Mr. Willard, the parent and I met. The parent assured the teacher that he did not have any intention of harming him and wrote the answer to the assignment when he was upset.

On December 17, I responded to Holt High School for a student that was found in possession of alcohol. One of the Principal's received information that a student had alcohol in a school bag, when the principal checked the bag he found a bottle of vodka. The student admitted that the alcohol belonged to her, admitted that she had drank in the past but had not drank on this date. A preliminary breath test was administered with a result of .000. The student was cited for Minor on Possession. Additionally the student advised that she is taking part in the Teen Court program with Child and Family Services.

On December 5, I received a call from the secretary at Elliott Elementary reporting that two males were seen in the playground arguing, since school was not out for the day I responded to the area to look for the subject; however, when I go to the area the subjects could not be located. I continued to check the area but again was not able to locate any problems. A short time later I received another call from the secretary asking me to come back to the area. Upon return to the school the Principal advised that he received information from a parent that a car sped through the student pick up area and appeared to be chasing a male subject in foot. In addition it was reported that male on foot jumped the fence by the playground then jumped the fence of an adjoining apartment complex. As I stood by in the student pick up area other patrol vehicles checked the area for the car, neither the car nor the subject on foot were located or identified.

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: 1/6/15
RE: December 2014 Monthly

STATISTICS:

Comm. Policing Hours:	24.9
Complaints taken:	7
Training:	16
Traffic stops:	4
Citations issued:	2
Arrests:	1
Contacts (school):	1
Contacts (business):	6

COMMUNITY POLICING ACTIVITY:

On December 3rd Deputy Mary Hull and I attended the Delhi Township tree lighting at Veteran's Memorial Gardens. Hot chocolate and cookies were passed out. The Holt High School Band played music and people sung Christmas carols. Santa Claus made a special appearance. Children were able to get their picture taken with Santa Claus and he passed out small gifts. The Capital Area District Library had an open house with activities for the children. There were live reindeer on site that children could pet.

During the first part of December I continued the planning of Santa and the Elves. On December 10th Deputy Mary Hull and I dressed up as Elves and Sgt Jeff Weiss dressed as

Santa Claus. We went to Tamarack Apartments, Holt Senior Care/Rehabilitation, Stratford Place Apartments, Stonegate Trailer Park, Woodland Lake Apartments, Delhi Manor and Delhi Township Fire Department. During our stops, we visited with the residents, passed out candy canes and sung Christmas carols. Children and adults were able to get their picture taken with Santa Claus. Stratford Place Apartments had cookies and coffee for their residents. Woodland Lake Apartments had their annual cookie tasting contest. Stonegate Trailer park had a potluck and the children had activities like coloring and making Christmas ornaments. Delhi Manor passed out gifts to all the children that came to see Santa and the Elves.

On December 11th I participated in the Ingham County TRIAD No Senior without a Christmas. There was a small briefing at Fire Station 1 and then the boxes were stuffed. The boxes were packed with canned goods, soap, shampoo, a pillow, a blanket, socks, and other non-perishable items. Volunteer Deputy Troy Jones with the Ingham County Motor Division and I delivered 6 packages to seniors that reside in Delhi Township.

This year I decided that it would be a great idea if the Ingham County Sheriff's Office-Delhi Division adopted a child for Christmas. I made contact with Sandy Wrigglesworth with Give A Kid Projects. Give A Kid Projects had over 150 different families that they were trying to get Christmas presents for. We were assigned an 8 year old girl. I put out an envelope at the Delhi Township Office for donations for the gifts. With the donations I was able to purchase a winter coat, pajamas, socks, arts and crafts activity set, and a doll. All of the gifts were dropped off at Give A Kid Projects.

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

During the month of December I patrolled several subdivisions. There were several reports of larceny of snow blowers in Delhi Township. I would sit in different subdivisions looking for any suspicious activity or the possible suspect vehicle related to the larceny complaints.

I went to Huntley Villa and make contact with Audrey and Andrea in the management office. Both advised that they did not know of any problems that were going on in the area. I asked if a subject was still living in one the apartments on Davlind Drive. They advised that the male was still on the lease but they have not seen him in a couple of weeks. They advised that they would contact me if they saw him at the apartment.

I contact was made at Delhi Manor with the manager, Lisa Peck. Lisa advised that they believe that someone is stealing copper piping from the vacant/abandoned houses in the trailer park. Lisa advised that they did not know who was stealing the pipes but they think it is a resident in the trailer park. Lisa asked for more patrols during the evening hours.

OTHER MATTERS

During the month of December I responded to 7 calls for service. Some of these calls included credit card fraud, larceny, vehicle accidents, civil dispute, and assist other agencies.

On December 3rd I investigated a credit card fraud. A female came into the Delhi Township Office and reported that someone made purchases on her credit card. The female was still in possession of her credit card. Upon investigation it was determined that the victim's credit card was cloned. The suspect(s) used the cloned credit card to make purchases at Meijer and at the Speedway Gas Station. The suspect(s) that used the cloned credit card are part of a ring that is going around making purchases on cloned credit cards. The suspect(s) that made the purchases on my victims account are the same suspects that East Lansing Police, Eaton County Sheriff's Office, and the Michigan State Police are looking for regarding the same type of crimes. So far no suspects had been identified.

On December 3rd Deputy Paul Richards and I took a larceny complaint at Aspen Lakes. A white male walked into the maintenance garage, grabbed a snow blower, put it in a vehicle and left the area. The suspect was believed to be same suspect that was going around Delhi Township, Delta Township and the City of Lansing stealing snow blowers. Eventually the suspect pawned the snow blower at an area pawn shop. The suspect was apprehended by the Fugitive Team in the City of Lansing.

On December 17th I assisted Lansing Probation Officer Lisa Theis and Court Officer Tom Foote with locating and arresting a female subject at the Holt High School. After the female was located at the High School we went to an address on Krental Ave and arrested another female. Both juvenile females were lodged at the Ingham County Youth Center.

On December 23rd I took a larceny complaint on Park Lane. A male reported that his bicycle was left outside his garage and someone took it over the evening hours. No suspect(s) were identified and the bicycle was not located.

On December 30th I took a civil dispute complaint over the telephone at the Delhi Township Office. A female reported that she just moved to California and she rented out her residence on McCue Rd to another female. The victim reported that the other female violated the lease by moving out. The victim stated that some of her property was taken when the other female moved. Contact was made with the suspect and the property had been accidentally removed by the moving company when she moved out. The suspect returned the property prior to my contact with her on the telephone.

Respectfully submitted,
Deputy Cheryl Huhn #5430

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2015**

Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, January 20, 2015 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Members Absent: None

COMMENTS FROM THE PUBLIC

Kara Hope, Ingham County Commissioner representing the 7th District, provided an update on the Ingham County Trails and Parks millage that was approved by the voters at the November 2014 General Election. Ms. Hope also commented on a mini-grant that will benefit the Holt Community Arts Council's Music in the Garden program.

Randy Maiville, Ingham County Commissioner representing the 6th District, also commented on the Ingham County Trails and Parks millage.

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of December 16, 2014
- B. Approval of Minutes – Regular Meeting of December 16, 2014
- C. Approval of Claims – December 23, 2014 (ATTACHMENT I)
- D. Approval of Claims – January 6, 2015 (ATTACHMENT II)
- E. Approval of Payroll – December 18, 2014 (ATTACHMENT III)
- F. Approval of Payroll – December 31, 2014 (ATTACHMENT IV)
- G. Approval of Payroll – January 15, 2015 (ATTACHMENT V)

Harmon moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2015**

NEW BUSINESS

REZONE CASE NO. 14-879 – 2420 CEDAR STREET – TAX PARCEL NO. 33-25-05-15-202-028 – C-2, GENERAL BUSINESS TO C-3, HIGHWAY SERVICE (PROPOSED ZONING ORDINANCE NO. 623)

The Board reviewed a memorandum dated December 15, 2015 from Tracy Miller, Director of Community Development (ATTACHMENT VI).

Sweet moved to approve the rezoning of Case No. 14-879, 2420 Cedar Street, Tax Parcel #33-25-05-15-202-028, from C-2: General Business to C-3: Highway Service, as recommended by the Planning Commission at their January 12, 2015 meeting, based on it being consistent with the purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2015 (Zoning Ordinance No. 623).

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT TO ORDINANCE NO. 70 – ADOPT INTERNATIONAL FIRE CODE, 2012 EDITION, SECOND CONSIDERATION (TOWNSHIP ORDINANCE NO. 70.12)

The Board reviewed memorandums dated December 7, 2014 from Twp. Mgr. Elsinga and December 10, 2014 from Brian Ball, Fire Chief (ATTACHMENT VII).

Hayhoe moved upon second consideration, to amend Township Ordinance No. 70, which adopts the International Fire Code, 2012 Edition (Township Ordinance No. 70.12).

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AGREEMENT FOR FIRE SERVICES BETWEEN DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP

The Board reviewed a memorandum dated January 7, 2015 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

Ketchum moved to approve the Agreement for Fire Services between Delhi Charter Township and Alaiedon Township, effective January 1, 2015 through December 31, 2015.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2015**

COMMUNITY OUTREACH COORDINATOR POSITION

The Board reviewed a memorandum dated January 12, 2015 from Evan Hope, Clerk (ATTACHMENT IX).

Warfield moved to approve the permanent part-time position of Community Outreach Coordinator at a Pay Grade 6.

Clerk Hope stated that when this position was discussed during the budget approval process, it was originally slated as a Pay Grade 4 position; however, after reviewing the job description it was determined to be a Pay Grade 6 position.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

PUBLIC HEARINGS – 7:45 P.M.

RESOLUTION NO. 2015-001 – APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION – LEIGHTRONIX, INC. AND THE 2015-2020 COMMUNITY RECREATIONAL MASTER PLAN

Warfield moved to open the Public Hearing on the application for Industrial Facilities Tax (IFT) Exemption – Leightronix, Inc. and the 2015-2020 Community Recreational Master Plan.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

Application for Industrial Facilities Tax Exemption – Leightronix, Inc.

Tracy Miller, Director of Community Development, stated that the Board approved the Industrial Development District at this location during their December 16, 2014 meeting. Leightronix will create 10 new positions over the next 2 years and is currently retaining approximately 29 positions.

There were no comments from the public.

2015-2020 Community Recreational Master Plan

Mark Jenks, Director of Parks and Recreation, along with Bob Ford, Landscape Architects and Planners, presented the 2015-2020 Community Recreational Master Plan. Mr. Jenks stated that the plan is currently in the review process. Mr. Ford stated that a master plan is needed to apply for grants.

Mr. Jenks and Mr. Ford gave an overview of additional items that could be beneficial to obtaining a grant for the construction of a restroom facility at Kiwanis Park. Mr. Jenks stated that Holt Jr. High School's Troost Field is also in need of a new restroom facility that could possibly be obtained through a grant.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2015**

Trustee Harmon questioned if a joint restroom facility could be constructed for Kiwanis Park and Troost Field. Discussion was held on the practicability of a joint restroom.

Mike Hamilton, 4541 Sycamore Street, Holt, stated that if Delhi Township is not selected for the grant during the next round, the Board should budget for this much needed project.

Motion to Close Public Hearing – 8:03 p.m.

Hope moved to close the public hearing.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

RESOLUTION NO. 2015-001 – APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION – LEIGHTRONIX, INC.

The Board reviewed memorandums dated January 14, 2015 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT X).

Hope moved to adopt Resolution No. 2015-001 which approves the Application for Industrial Facilities Tax (IFT) Abatement Certificate for Leightronix, Inc.

A Roll Call Vote was recorded as follows:

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

Nays: Harmon

MOTION CARRIED

RESOLUTION NO. 2015-002 – SUPPORT OF COMMUNITY PARTNERS IN HEALTH WINTER WARM-UP AND BLUE CROSS BLUE SHIELD BLUES COMMUNITY CHALLENGE

The Board reviewed a memorandum dated January 16, 2015 from Twp. Mgr. Elsinga (ATTACHMENT XI).

Hayhoe moved to adopt Resolution No. 2015-002 which supports the Community Partners in Health Winter Warm-Up Program and the Blue Cross Blue Shield Blues Community Challenge health initiatives and encourages residents to participate in the Winter Warm-Up Program to strive for a healthier community.

Tricia VanderPloeg, Administrative Secretary, reported on the changes that have occurred with the program this year. Ms. VanderPloeg stated that each community that meets criteria will get a portion of the prize money.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2015**

REPORTS

SUPERVISOR

Supervisor Davis reported on discussions that he has been having in regard to a restaurant incubator located in the Cedar Green Plaza.

TREASURER

Treasurer Sweet reported that his office received State Revenue Sharing for the September/October 2014 period in the amount of \$355,445; which is \$4,621 over the July/August 2014 period and \$15,880 over the September/October 2013 period. The Treasurer's Office collected \$11,414 from the City, Village, and Township Revenue Sharing (CVTRS) program which replaced the Economic Vitality Incentive Program (EVIP).

Treasurer Sweet stated that to date, the Treasurer's Office has collected approximately 61% of the winter property tax roll.

CLERK

Clerk Hope reminded the Board that no meeting was scheduled for February 3, 2015.

Clerk Hope encouraged the Board members to attend the January 26, 2015 Planning Commission meeting during which time the Chesapeake Group will give a presentation on the Cedar Street re-visioning project that will begin in 2015.

TRUSTEES

Trustee Harmon stated that he was contacted by a resident regarding his winter tax bill. Tracy Miller, Director of Community Development, was able to provide the resident with the information he requested.

Trustee Harmon reported on how LEAP is helping to promote student entrepreneurship.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga stated that he attended the Board of Determination meeting on January 13, 2015 regarding the Stimson Drain drainage issues. This district covers over 300 acres. The Board of Determination determined there was a need for storm sewer improvements within this drainage district to abate the flooding issues presented at this meeting.

LIMITED PUBLIC COMMENTS – None

ADJOURNMENT

Meeting adjourned at 8:25 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2015**

Date: February 17, 2015

Evan Hope, Township Clerk

Date: February 17, 2015

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

December 23, 2014

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated December 23, 2014 numbered 88358 thru 88446 & ACH 3341 thru 3358. Every invoice has a payment authorizing signature(s).

Dated: December 23, 2014

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

The attached Invoice Distribution Report and Check Register for checks dated December 23, 2014 show payments made from the following funds:

General Fund	\$	61,144.62
Fire Fund		7,371.77
Police Fund		199,331.10
Fire Equip. & Apparatus Fund		31,868.53
Downtown Development Fund		33,658.80
Sycamore Trail Construction		787.00
Sewer Fund		61,268.89
Trust & Agency Fund		131.16
Current Tax Fund		9,126.14
Grand Total	\$	<u>404,688.01</u>

Includes the following to be reimbursed from separate bank accounts:

Current Tax Account	\$	9,126.14
---------------------	----	----------

Dated: December 23, 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. (\$11,122.71 to HRC for SAW Grant Administration 11/5/14, \$23,002.46 to HRC for Engineering Ram Trail Project, 4/2/13, \$29,142.00 to Shaheen Chevrolet for Fire Vehicle, 12/16/14)

Dated: December 23, 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 January 20, 2015 a motion was made by _____ and passed by ___ yes votes and ___ no votes (___ absent) that the list of claims dated December 23, 2014, was reviewed, audited and approved

 Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
EXP CHECK RUN DATES 12/23/2014 - 12/23/2014

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
DELHI CHARTER TOWNSHIP	INCREASE PARKS CASH DRAWER	50.00
DELTA DENTAL PLAN OF	DENTAL INSURANCE JANUARY	2,015.66
CODE OFFICIALS CONFERENCE OF	COCM 2015 MEMBERSHIP & CONF	50.00
MICHIGAN ASSOC OF HOUSING	MAHO 1/15/15 SEMINAR/LARNER	40.00
MICHIGAN TOWNSHIPS ASSOC	2015 FOCUS SUBSCRIPTION/THIELEN	30.00
MICHIGAN TOWNSHIPS ASSOC	2015 FOCUS SUBSCRIPTION/VANDER	30.00
MMTA	2015 MMTA DUES/SWEET	50.00
MMTA	2015 MMTA DUES/STEWART	50.00
MMTA	2015 MMTA DUES/TEBEAU	50.00
RICOH USA, INC	COPIER LEASE	207.62
RPS BOLLINGER SPORTS	ASA FIELD INSURANCE	300.00
SAFETY SYSTEMS, INC	ANNUAL FIRE ALARM AGREEMENT/CSC	704.00
SAFETY SYSTEMS, INC	ANNUAL FIRE ALARM AGREEMENT/SR	510.00
SAFETY SYSTEMS, INC	ANNUAL FIRE ALARM AGREEMENT/VALH	163.00
CITY OF MASON	NOVEMBER STANDBY FEE	364.96
CITY OF MASON	NOVEMBER FIRE RUNS	2,200.00
MERIDIAN TOWNSHIP FIRE	NOVEMBER FIRE RUNS	2,940.41
	Total For Dept 000.00	9,755.65
Dept 191.00 ACCOUNTING		
MUZZALL GRAPHICS	2014 FORMS W-2 & 1099 & SHIPPING	86.80
	Total For Dept 191.00 ACCOUNTING	86.80
Dept 215.00 CLERK		
GANNETT MICHIGAN NEWS	PUBLISHING LEGALS NOVEMBER	932.36
	Total For Dept 215.00 CLERK	932.36
Dept 228.00 INFORMATION TECHNOLOGY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE JANUARY	(161.46)
	Total For Dept 228.00 INFORMATION TECHNOLOGY	(161.46)
Dept 253.00 TREASURERS		
BRINK'S INCORPORATED	BRINKS SERVICES/DECEMBER	605.92
	Total For Dept 253.00 TREASURERS	605.92
Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	109.24
LANSING SANITARY SUPPLY	CASE OF TOILET SEAT COVERS	62.39
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
BOARD OF WATER & LIGHT	WATER & ELECTRIC	582.76
DELHI TOWNSHIP TREASURER	SEWER	331.80
SIEMENS INDUSTRY, INC.	FLOOR HEAT/COMMUNITY DEVELOP	383.50
SIEMENS INDUSTRY, INC.	INVESTIGATE HEATING/ASSESSORS	177.00
WESCO DISTRIBUTION, INC	20 BULBS FOR CAN LIGHTS AT THE CSC	860.00
WESCO DISTRIBUTION, INC	500 WIRE NUTS FOR LIGHTS/CSC	29.50

	Total For Dept 265.00 BUILDING & GROUNDS	3,511.19
Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	42.41
GRANGER	MONTHLY DUMPSTER SERVICE	76.00
ACE HARDWARE	1 MISC. MDSE.	18.49
OVERHEAD DOOR CO OF LANS	BOTTOM DOOR SEALS/MAPLE RIDGE	66.20
	Total For Dept 276.00 CEMETERY	203.10
Dept 281.00 STORMWATER		
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	37.27
TRI-COUNTY REGIONAL	POLLUTION ISNT PRETTY PAMPHLETS	47.48
	Total For Dept 281.00 STORMWATER	84.75
Dept 446.00 INFRASTRUCTURE		
HUBBELL, ROTH & CLARK, INC	RAM TRAIL TOPOGRAPHICAL SURVEY	23,002.46
SUSAN MATHENY	RAM TRAIL EASEMENT	3,100.00
	Total For Dept 446.00 INFRASTRUCTURE	26,102.46
Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	122.82
GANNETT MICHIGAN NEWS	PUBLISHING LEGAL NOVEMBER	115.32
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	238.14
Dept 752.00 PARKS ADMINISTRATION		
LANDSCAPE ARCHITECTS	UPDATE RECREATION MASTER PLAN	2,400.00
	Total For Dept 752.00 PARKS ADMINISTRATION	2,400.00
Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	154.94
MENARDS LANSING SOUTH	LINED NITRILE GROVE/CUTTING WHEELS	57.95
MENARDS LANSING SOUTH	HOLE SAW/ROUND ARBOR/EYE BOLTS/	10.97
MENARDS LANSING SOUTH	PROOF COIL/COBALT STEP DRILL BIT	57.77
LANSING SANITARY SUPPLY	TOWELS/SOAP/CLEANER/TOILET TISSUE	886.96
ACE HARDWARE	17 MISC. MDSE.	4.35
ACE HARDWARE	3 PICTURE HANGERS	2.97
ACE HARDWARE	12 MISC. MDSE.	1.80
ACE HARDWARE	6" RECIP BLADE	13.99
MARK'S LOCK SHOP, INC	7 PADLOCKS FOR TRASH CANS	87.50
AMERICAN RENTAL	PORTABLE TOILET	70.00
GRANGER	MONTHLY DUMPSTER SERVICE	150.00
MODEL COVERALL SERVICE	UNIFORM PANTS	38.73
MODEL COVERALL SERVICE	UNIFORM PANTS	23.67
BOARD OF WATER & LIGHT	ELECTRIC & WATER	269.31
DELHI TOWNSHIP TREASURER	SEWER	205.80
GRAINGER	MECHANICAL FLOAT SWITCH	39.50
MENARDS LANSING SOUTH	HOLE SAW/ROUND ARBOR/EYE BOLTS/	39.08
MENARDS LANSING SOUTH	2 FULL LP TANKS	87.84
MENARDS LANSING SOUTH	DRIVEWAY MARKERS/LUMBER/SIGNS/	178.23
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
SAFETY SYSTEMS, INC	QTRLY MONITORING/SENIOR CENTER	90.00
WESCO DISTRIBUTION, INC	10 BULBS	60.09
WESCO DISTRIBUTION, INC	2 STROBE LAMPS & FREIGHT	38.24

WESCO DISTRIBUTION, INC	8 BULBS/6 SENSORS	1,213.92
WESCO DISTRIBUTION, INC	4 BULBS/2 10W J-BOX MT WALLPACK	297.40
MENARDS LANSING SOUTH	(6) 4" HATTERAS POSTTOP GREEN	51.42
BRADY LAWN EQUIPMENT	BRACKETS/WHEELS/SHAFT/SLEEVE/	311.53
BRADY LAWN EQUIPMENT	BRACKETS/WHEELS/HARDWARE	241.45
BRADY LAWN EQUIPMENT	BRACKET	39.20
BRADY LAWN EQUIPMENT	MULCHER PLATE	44.37
BRADY LAWN EQUIPMENT	REPAIR KIT	34.10
SUPERIOR SAW	6 OIL	23.99
THE PARTS PLACE	PREM START FLUID	1.99
BOBCAT COMPANY	SNOWBLOWER & SPREADER/BOBCAT	5,590.00
	Total For Dept 771.00 PARKS	<u>10,679.06</u>

Dept 774.00 RECREATION		
JEFF BRYAN	OFFICIAL FLOOR HOCKEY	150.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
ANDREW MURRAY	OFFICIAL FLOOR HOCKEY	90.00
STEVEN E. ROGERS	OFFICIAL FLOOR HOCKEY	150.00
ZACH VANLIEW	OFFICIAL FLOOR HOCKEY	105.00
ACE HARDWARE	PADLOCK/9 KEYS/OUTDOOR TIMER	48.19
	Total For Dept 774.00 RECREATION	<u>643.19</u>

Dept 850.00 OTHER FUNCTIONS		
MEDICAL MANAGEMENT SYST	AMBULANCE BILLING FEES NOVEMBER	3,388.46
CLEARWATER MEDIA PARTNER	LIFE STYLE VIDEOS BETWEEN 9/30-12/5	2,675.00
	Total For Dept 850.00 OTHER FUNCTIONS	<u>6,063.46</u>

Total For Fund 101 GENERAL FUND 61,144.62

Fund 206 FIRE FUND		
Dept 000.00		
DELTA DENTAL PLAN OF	DENTAL INSURANCE JANUARY	1,604.88
BOY SCOUTS OF AMERICA	EXPLORER POST 22 REGISTRATION	185.00
	Total For Dept 000.00	<u>1,789.88</u>

Dept 336.00 FIRE DEPARTMENT		
BARYAMES CLEANERS	UNIFORM CLEANING	211.60
SHIFT CALENDARS, INC.	SHIFT CALENDARS-PACKAGING	154.42
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	1,151.64
FIRST DUE FIRE SUPPLY CO.	4 VESTS/4 GLOVES/4 BOOTS	891.96
LANSING UNIFORM CO	BADGES/BALL & DRURY	335.00

ARROW INTERNATIONAL, INC	MEDICAL SUPPLIES & FREIGHT	659.27
LIFEGAS LLC	CYLINDER RENTAL	278.56
LIFEGAS LLC	CYLINDER RENTAL	120.91
CALLBACK STAFFING SOLUTION	CALL BACK STAFFING DECEMBER	99.99
FIREHOUSE MAGAZINE	2 YR SUBSCRIPTION/BALL	39.95
SPARROW OCC HEALTH SERV	PHYSICALS	712.24
SPARROW OCC HEALTH SERV	PHYSICAL	25.00
SPARROW OCC HEALTH SERV	PHYSICALS	452.12
WILX	TV ADVERTISING NOVEMBER	320.00
BOARD OF WATER & LIGHT	WATER & ELECTRIC	37.48
DELHI TOWNSHIP TREASURER	SEWER	35.00
BRENT RILEY	EMT CLASS UNIFORM	56.75
	Total For Dept 336.00 FIRE DEPARTMENT	<u>5,581.89</u>

Total For Fund 206 FIRE FUND 7,371.77

Fund 207 POLICE FUND

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	POLICE CONTRACT DECEMBER 2014	199,331.10
	Total For Dept 301.00 POLICE	<u>199,331.10</u>

Total For Fund 207 POLICE FUND 199,331.10

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	143.50
THE PARTS PLACE	(1) 40# BAG OIL DRY	10.40
ACE HARDWARE	36 MISC. MDSE.	6.16
ACE HARDWARE	4 MISC. MDSE.	0.12
ACE HARDWARE	18 MISC. MDSE.	4.32
CITY OF LANSING FLEET SERV	LOF/#373	1,062.21
SPARTAN CHASSIS, INC	PARTS & LABOR/#491	1,054.32
VICTORY LANE QUICK OIL	LOF/#105	40.98
ACE HARDWARE	4 MISC. MDSE.	1.84
ACE HARDWARE	4 MISC. MDSE.	2.80
ACE HARDWARE	CREDIT	(0.12)
INGHAM COUNTY FIRE CHIEFS	LEADERSHIP I CLASS/BENNETT	50.00
INGHAM COUNTY FIRE CHIEFS	LEADERSHIP II CLASS/BENNETT	50.00
INGHAM COUNTY FIRE CHIEFS	LEADERSHIP III CLASS/BENNETT	50.00
INGHAM COUNTY FIRE CHIEFS	SAFETY OFFICER CLASS/COLBECK	50.00
INGHAM COUNTY FIRE CHIEFS	EDUCATION METHODOLOGY CLASS	100.00
INGHAM COUNTY FIRE CHIEFS	STRATEGIES & TACTICS CLASS	100.00
SHAHEEN CHEVROLET, INC.	2014 TAHOE A/C CAR	29,142.00
	Total For Dept 339.00 EQUIPMENT & APPARATUS	<u>31,868.53</u>

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 31,868.53

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

SAFETY SYSTEMS, INC	ANNUAL FIRE ALARM AGREEMENT/DDA	510.00
	Total For Dept 000.00	510.00

Dept 728.00 DDA ADMINISTRATION

THRUN LAW FIRM, P.C.	DECEMBER LEGAL FEES	1,100.00
MICHIGAN ECONOMIC DEVELOP	CONFERENCE REGISTRATION/HAAS	95.00
	Total For Dept 728.00 DDA ADMINISTRATION	1,195.00

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	OCTOBER 2014 OUR TOWN	10,000.00
ACD.NET, INC.	WIFI 12/1/14-1/1/15	69.95
BLOHM CREATIVE PARTNERS	NOVEMBER WEB MAINT & HOSTING	612.50
BLOHM CREATIVE PARTNERS	DELHI TRAILS WEB UPDATES	375.00
	Total For Dept 729.00 DDA MARKETING & PROMOTION	11,057.45

Dept 730.00 COMM REHABILITATION REBATE PGM

DEVINE HOLDINGS, INC.	BUILDING REHAB/1957 CEDAR	20,000.00
	Total For Dept 730.00 COMM REHABILITATION REBATE PGM	20,000.00

Dept 850.00 OTHER FUNCTIONS

GRANGER	MONTHLY DUMPSTER SERVICE	130.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	355.00
BOARD OF WATER & LIGHT	ELECTRIC & WATER	170.09
DELHI TOWNSHIP TREASURER	SEWER	241.26
	Total For Dept 850.00 OTHER FUNCTIONS	896.35

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	33,658.80
---	-----------

Fund 410 SYCAMORE TRAIL CONSTR FUND

Dept 902.00 CAPITAL OUTLAY

STAMP-RITE INC	NON-MOTORIZED PATHWAY SIGNS	787.00
	Total For Dept 902.00 CAPITAL OUTLAY	787.00

Total For Fund 410 SYCAMORE TRAIL CONSTR FUND	787.00
---	--------

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

DISHAW, KYLIE	REF SEWER 1947 CHESTNUT ST HOLT	14.70
ESTATE OF HELEN SURATEAUX	REF SEWER 4455 WILLOUGHBY RD	23.80
FLYNN, MARION	REF SEWER 1874 WALNUT ST HOLT	144.34
GOODWIN, STEPHEN	REF SEWER 3645 SCHOLAR LN HOLT	49.00
KUHLMAN, SUSAN	REF SEWER 1875 HAMILTON ST HOLT	21.28
MURRAY, CHRISTINA	REF SEWER 3641 CREOLE WAY HOLT	66.85
SCHROEDER, ERIC	REF SEWER 2329 ROLLING RDG CT	38.50
WIECHERT, KATHLEEN	2240 MOORWOOD DR HOLT MI	9.80
DELTA DENTAL PLAN OF	DENTAL INSURANCE JANUARY	1,474.57
PROGRESSIVE IMPRESSIONS	JAN-MARCH 2015 SEWER BILL POSTAGE	7,800.00
SAFETY SYSTEMS, INC	FIRE ALARM AGREEMENT/MAINT	488.00
STATE OF MICHIGAN	2015 AGREEMENT WITH MIDEAL	230.00
	Total For Dept 000.00	10,360.84

Dept 558.00 DEPT OF PUBLIC SERVICE

DBI BUSINESS INTERIORS	OFFICE SUPPLIES	331.54
LANSING ICE & FUEL CO	GASOLINE 12/1-15/2014	1,096.27
BARYAMES CLEANERS	UNIFORM CLEANING	40.40
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.97
AD-INK & TONER SUPPLY	TONER CARTRIDGES / CAMERA VAN	259.96
AIRGAS USA, LLC	CYLINDER RENTAL	136.75
USA BLUE BOOK	(5) FC BROTH IN PLASTIC	330.95
FISHER SCIENTIFIC	LAB SUPPLIES AND FUEL SURCHARGE	104.54
TELEDYNE INSTRUMENTS, INC.	50 FT SAMPLER TUBING & SHIPPING	306.95
ALEXANDER CHEMICAL CORP	CALCIUM NITRATE	10,610.16
KEMIRA WATER SOLUTIONS	FERRIC CHLORIDE	5,485.81
ALS LABORATORY GROUP	SCREENINGS	520.00
ALS LABORATORY GROUP	IPP - CULLIGAN	550.00
ARGUS-HAZCO	REPAIR MULTI PRO METERS 34654	470.76
FISHER SCIENTIFIC	LAB SUPPLIES AND FUEL SURCHARGE	4.95
HUBBELL, ROTH & CLARK, INC	NITRIFICATION TOWER WALL STUDY	708.00
HUBBELL, ROTH & CLARK, INC	GREEN NO 4 DRAIN INSPECTIONS	212.25
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMINISTRATION STUDY	11,122.71
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMINISTRATION	4,752.44
UNITED PARCEL SERVICE	SHIPPING CHARGES	76.94
UNITED PARCEL SERVICE	SHIPPING CHARGES	19.05
GRANGER	MONTHLY SCREEN DEBRIS	387.50
GRANGER	MONTHLY DUMPSTER SERVICE	201.21
SPOK, INC	PAGER SERVICE	42.54
BOARD OF WATER & LIGHT	WATER & ELECTRIC	609.44
BOARD OF WATER & LIGHT	WATER	224.93
BOARD OF WATER & LIGHT	ELECTRIC & WATER	103.72
DELHI TOWNSHIP TREASURER	SEWER	195.30
BOARD OF WATER & LIGHT	WATER & ELECTRIC	187.24
BOARD OF WATER & LIGHT	ELECTRIC & WATER	101.61
BRADY LAWN EQUIPMENT	6 CANS SCAG SPRAY PAINT	107.22
D & G EQUIPMENT INC	3320 JOHN DREERE TRACTOR PARTS	442.79
LANSING SANITARY SUPPLY	PINK LOTION HAND SOAP	78.71
ACE HARDWARE	3 RECEPTACLES FOR LIGHT POLES	53.97
ACE HARDWARE	3 LADDER SCREWS/MAINTENANCE	11.97
ACE HARDWARE	2 BATTERIES/EIFERT L.S.	15.98
WOLVERINE POWER SYSTEMS	GENERATOR SERVICE CALL & LABOR	325.00
WOLVERINE POWER SYSTEMS	GENERATOR SERVICE CALL & LABOR/	380.00
WOLVERINE POWER SYSTEMS	CREDIT	(80.00)
GRAINGER	(6) 14 OZ SILICONE GREASE/POTW	262.20
CATHEY COMPANY	BANDING CLAMPS/ CLARIFIER SWEEP	223.50
J.O. GALLOUP COMPANY	PRESSURE RELIEF VALVE/DIGESTER	330.72
WESCO DISTRIBUTION, INC	FREIGHT CHARGES	44.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
FRANKIE D'S AUTO & TRUCK	LOF/UNIT 12	43.00
ACE HARDWARE	OUTDOOR HD MECH TIMER 24H/GILL	15.99
HUBBELL, ROTH & CLARK, INC	PRIMARY CLARIFIERS DRIVES	969.03

Total For Dept 558.00 DEPT OF PUBLIC SERVICE 43,076.76

Dept 578.01 CAPITAL IMPROVEMENTS		
HUBBELL, ROTH & CLARK, INC	MCCUE RD SANITARY LINING	975.69
HUBBELL, ROTH & CLARK, INC	EIFERT RD FM ENGINEERING PLANS	6,855.60
Total For Dept 578.01 CAPITAL IMPROVEMENTS		<u>7,831.29</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM	<u><u>61,268.89</u></u>
---	-------------------------

Fund 701 TRUST & AGENCY FUND

Dept 000.00		
ALBERT ELIAS	BOR REFUND FOR THE YEAR 2013	6.99
GARY RAY	BOR REFUND FOR YEARS 2012 & 2013	29.73
REBECCA SMITH	BOR REFUND YEARS 2011,2012, & 2013	94.44
Total For Dept 000.00		<u>131.16</u>

Total For Fund 701 TRUST & AGENCY FUND	<u><u>131.16</u></u>
--	----------------------

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00		
BOGLE, WILLIAM & G DANETTE	SUM REF VA EX #332505-22-257-016	680.56
CORELOGIC	SUM TX REF VAEX #332505-17-176-015	931.72
FREDERICK H WOELMER	SUM REF VA EX #332505-08-307-001	928.94
OCWEN LOAN SERVICING	TAX OVRPMT #332505-13-133-006	1,495.41
PARKS LEGACY TITLE	TAX OVRPMT #332505-08-303-023	1,245.67
SCHWAB, DAVID M & ANGELA J	TAX OVRPMT #332505-21-429-020	1,789.44
TAMARACK INVESTORS LTD	DEC BOR REFUND#332505-14-353-017	1,383.38
WEAVER, NICHOLAS RAY	SUM TAX REFUND #332505-07-429-015	671.02
Total For Dept 000.00		<u>9,126.14</u>

Total For Fund 703 CURRENT TAX ACCOUNT	<u><u>9,126.14</u></u>
--	------------------------

Total For All Funds:	<u><u>404,688.01</u></u>
----------------------	--------------------------

ACCOUNTS PAYABLE APPROVAL

January 6, 2015

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated January 6, 2015 numbered 88447 thru 88505 & ACH 3359 thru 3376. Every invoice has a payment authorizing signature(s).

Dated: January 6, 2015

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

The attached Invoice Distribution Report and Check Register for checks dated January 6, 2015 show payments made from the following funds:

General Fund	\$	375,736.09
Fire Fund		2,851.40
Police Fund		1,975.00
Downtown Development Fund		12,532.33
Sewer Fund		48,710.02
Trust & Agency Fund		2,110.00
Current Tax Fund		51,366.64
Grand Total	\$	<u>495,281.48</u>

Includes the following to be reimbursed from separate bank accounts:

Current Tax Account	\$	51,366.64
Farmer's Market Account	\$	1,562.00

Dated: January 6, 2015

 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. (\$45,158.94 to Ingham Co. Drain Commission for Green Drain #4 Sidewalks 5/20/14, \$265,673.22 to Ingham Co. Road Department for Street Improvement to Lamoroux 3 Subdivision, 8/6/14)

Dated: January 6, 2015

 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 January 20, 2015 a motion was made by _____ and passed by ___ yes votes and ___ no votes (___ absent) that the list of claims dated January 6, 2015, was reviewed, audited and approved

 Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 01/06/2015 - 01/06/2015

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BOARD OF WATER & LIGHT TRI-COUNTY REGIONAL	WATERMAIN INSPECT-MATERIALS GR DR GLRC DUES FOR 2015	21,519.90 1,709.75
Total For Dept 000.00		23,229.65
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	25.50
Total For Dept 101.00 LEGISLATIVE		25.50
Dept 171.00 MANAGER		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	95.62
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	142.59
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	30.11
VERIZON WIRELESS	CELLULAR DECEMBER	49.78
Total For Dept 171.00 MANAGER		318.10
Dept 191.00 ACCOUNTING		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	22.95
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	34.47
MGFOA	MGFOA SPRING SEMINAR/MEREDITH	99.00
Total For Dept 191.00 ACCOUNTING		156.42
Dept 215.00 CLERK		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	66.30
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	99.39
VERIZON WIRELESS	CELLULAR DECEMBER	49.78
Total For Dept 215.00 CLERK		215.47
Dept 228.00 INFORMATION TECHNOLOGY		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	25.50
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	38.18
VERIZON WIRELESS	CELLULAR DECEMBER	49.78
ACD.NET, INC.	DSL NOVEMBER & DECEMBER	399.90
APPLICATION SPECIALIST KO	ASK IT SPAM FILTER/JANUARY	270.00
Total For Dept 228.00 INFORMATION TECHNOLOGY		783.36
Dept 253.00 TREASURERS		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	44.62
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	66.50
Total For Dept 253.00 TREASURERS		111.12

Dept 257.00 ASSESSING		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	72.24
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	108.06
THRUN LAW FIRM, P.C.	LEGAL FEES DECEMBER	3,351.80
MID-MICH ASSOC OF ASSESS	2015 MMAAO MEMBERSHIP/HUDSON	20.00
MID-MICH ASSOC OF ASSESS	2015 MMAAO MEMBERSHIP/MUNSON	20.00
MID-MICH ASSOC OF ASSESS	2015 MMAAO MEMBERSHIP/TOBIAS	20.00
NICOLE HUDSON	MILEAGE 12/22 & 23/2014	23.52
Total For Dept 257.00 ASSESSING		3,615.62

Dept 265.00 BUILDING & GROUNDS		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	42.57
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	63.41
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	650.00
METRONET LONG DISTANCE	LONG DISTANCE DECEMBER	26.71
VERIZON WIRELESS	CELLULAR DECEMBER	24.89
TDS METROCOM	LOCAL SERVICE DECEMBER	1,096.60
CONSUMERS ENERGY	ELECTRIC & GAS	5,618.78
CONSUMERS ENERGY	ELECTRIC & GAS	2,610.51
B & D ELECTRIC, INC.	REPAIR FLAG POLE LIGHTS	257.00
Total For Dept 265.00 BUILDING & GROUNDS		10,390.47

Dept 276.00 CEMETERY		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	17.26
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	25.72
AYLES TREE SERVICE, INC	TRIM DEAD LIMBS FROM LARGE MAPLE	300.00
VERIZON WIRELESS	CELLULAR DECEMBER	12.45
CONSUMERS ENERGY	ELECTRIC & GAS	51.80
Total For Dept 276.00 CEMETERY		407.23

Dept 281.00 STORMWATER		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	10.84
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	16.15
TRI-COUNTY REGIONAL	GLRC DUES FOR 2015	4,394.75
Total For Dept 281.00 STORMWATER		4,421.74

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS 12/1/2014-1/1/2015	8,053.88
INGHAM COUNTY ROAD DEPT	LAMOREAUX NO. 3 STREET IMPROVE	265,673.22
INGHAM COUNTY DRAIN COMM	SIDEWALKS ON GREEN #4 DRAIN	45,158.94
THRUN LAW FIRM, P.C.	LEGAL FEES DECEMBER	51.30
Total For Dept 446.00 INFRASTRUCTURE		318,937.34

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	142.81
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	213.39
METRONET LONG DISTANCE	LONG DISTANCE DECEMBER	6.73
VERIZON WIRELESS	CELLULAR DECEMBER	10.50
VERIZON WIRELESS	CELLULAR DECEMBER	317.93
TDS METROCOM	LOCAL SERVICE DECEMBER	55.80
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		747.16

Dept 752.00 PARKS ADMINISTRATION

HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	70.98
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	106.50
METRONET LONG DISTANCE	LONG DISTANCE DECEMBER	0.82
VERIZON WIRELESS	CELLULAR DECEMBER	6.42
VERIZON WIRELESS	CELLULAR DECEMBER	131.04
TDS METROCOM	SENIOR CENTER PHONES	294.50
TDS METROCOM	LOCAL SERVICE DECEMBER	98.25
LANDSCAPE ARCHITECTS	5 YR RECREATION MASTER PLAN	3,900.00
Total For Dept 752.00 PARKS ADMINISTRATION		4,608.51

Dept 771.00 PARKS

CONSUMERS ENERGY	ELECTRIC & GAS	2,616.92
CONSUMERS ENERGY	ELECTRIC & GAS	263.50
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
MENARDS LANSING SOUTH	(1) 4" HATTERAS POSTTOP GREEN	8.57
Total For Dept 771.00 PARKS		3,148.99

Dept 774.00 RECREATION

RASHAWN MOLDEN	OFFICIAL BASKETBALL	250.00
TYLER REED	OFFICIAL BASKETBALL	250.00
B & D ELECTRIC, INC.	INSTALL NEW PLUG FOR FOUNTAIN	2,627.00
SAM'S CLUB DIRECT	ENTRY WAY WREATH/CSC	49.98
SAM'S CLUB DIRECT	CUPS & LIDS/NAPKINS/CANDY CANES	60.46
Total For Dept 774.00 RECREATION		3,237.44

Dept 850.00 OTHER FUNCTIONS

HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	32.40
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	449.28
THRUN LAW FIRM, P.C.	LEGAL FEES DECEMBER	520.90
ENCOMPASS/EAP	JAN, FEB, MAR 2015 EAP SERVICES	248.00
RICOH USA, INC.	DECEMBER MAINTENANCE AGREEMENT	131.39
Total For Dept 850.00 OTHER FUNCTIONS		1,381.97

Total For Fund 101 GENERAL FUND 375,736.09

Fund 206 FIRE FUND

Dept 336.00 FIRE DEPARTMENT

HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	4.05
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	248.37
HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	22.95
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	525.92
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	34.47
THRUN LAW FIRM, P.C.	LEGAL FEES DECEMBER	323.40
ENCOMPASS/EAP	JAN, FEB, MAR 2015 EAP SERVICES	294.50
METRONET LONG DISTANCE	LONG DISTANCE DECEMBER	4.16
VERIZON WIRELESS	CELLULAR DECEMBER	170.94
VERIZON WIRELESS	CELLULAR DECEMBER	260.37
TDS METROCOM	LOCAL SERVICE DECEMBER	41.41
ADP SCREENING & SELECTION SI	SUBSCRIPTION/BACKGROUND CHECKS	298.86
LANSING AREA SAFETY	50 STUDENT WORKBOOKS	622.00
Total For Dept 336.00 FIRE DEPARTMENT		2,851.40

Total For Fund 206 FIRE FUND 2,851.40

Fund 207 POLICE FUND		
Dept 301.00 POLICE		
THRUN LAW FIRM, P.C.	LEGAL FEES DECEMBER	1,975.00
	Total For Dept 301.00 POLICE	<u>1,975.00</u>
	Total For Fund 207 POLICE FUND	<u><u>1,975.00</u></u>

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00		
CRISP COUNTRY ACRES	VENDOR PAYMENT DECEMBER	276.00
TODD DELO	VENDOR PAYMENT DECEMBER	30.00
KOLACHE KITCHEN	VENDOR PAYMENT DECEMBER	75.00
ANNA PRYOR	VENDOR PAYMENT DECEMBER	21.00
SANDRA SIEMON	VENDOR PAYMENT DECEMBER	36.00
WILLOW BLOSSOM FARMS	VENDOR PAYMENT DECEMBER	250.00
NEVA AUSTIN	VENDOR PAYMENT DECEMBER	59.00
DENISE A. BRZOZOWSKI	VENDOR PAYMENT DECEMBER	14.00
CORINNE P. CARPENTER	VENDOR PAYMENT DECEMBER	29.00
OFILIA DIAZ	VENDOR PAYMENT DECEMBER	24.00
JERRY & JACKIE GODDARD	VENDOR PAYMENT DECEMBER	114.00
TERESA NORTON	VENDOR PAYMENT DECEMBER	28.00
OTTO'S POULTRY, INC	VENDOR PAYMENT DECEMBER	510.00
JENNIFER ROTIER	VENDOR PAYMENT DECEMBER	10.00
MAI KOU VANG	VENDOR PAYMENT DECEMBER	86.00
	Total For Dept 000.00	<u>1,562.00</u>

Dept 728.00 DDA ADMINISTRATION

HOLT ALLIANCE	2015 HOLT ALLIANCE DUES/HAAS	130.00
ENCOMPASS/EAP	JAN, FEB, MAR 2015 EAP SERVICES	15.50
C. HOWARD HAAS	CELL PHONE REIMBURSE/HAAS	75.00
METRONET LONG DISTANCE	LONG DISTANCE DECEMBER	1.92
TDS METROCOM	LOCAL SERVICE DECEMBER	126.70
LORI ANN UNDERHILL	7/1-12/31/2014 MILEAGE/UNDERHILL	156.52
DELHI DDA	REIMBURSE PETTY CASH	99.75
	Total For Dept 728.00 DDA ADMINISTRATION	<u>605.39</u>

Dept 729.00 DDA MARKETING & PROMOTION

HOLT COMMUNITY CONNECT	SEED MONEY FOR 501(C)(6)	5,000.00
B & D ELECTRIC, INC.	WIRING & LABOR/FARMERS MARKET	598.00
CHARLES GRINNELL	SALSA/MUSTARD INVENTORY	737.30
ACE HARDWARE	2 FOAM CLEANERS/DECK BRUSH/MOP	21.96
RG DISTRIBUTION, LLC	MICHIGAN PRODUCTS CORNER GOODS	351.81
SAM'S CLUB DIRECT	PAPER TOWELS & CANDY	35.94
	Total For Dept 729.00 DDA MARKETING & PROMOTION	<u>6,745.01</u>

Dept 850.00 OTHER FUNCTIONS

QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	275.00
CONSUMERS ENERGY	ELECTRIC & GAS	2,692.74
CONSUMERS ENERGY	ELECTRIC & GAS	652.19
	Total For Dept 850.00 OTHER FUNCTIONS	<u>3,619.93</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	<u><u>12,532.33</u></u>
---	-------------------------

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

BOGRAKOS, JESSICA	REF SEWER 5953 HEMLOCK DR HOLT	28.70
	Total For Dept 000.00	<u>28.70</u>

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	16.20
ENCOMPASS/EAP	JAN, FEB, MAR 2015 EAP SERVICES	162.75
PROGRESSIVE IMPRESSIONS	DECEMBER SEWER BILLS	535.66
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	<u>714.61</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

HARTFORD LIFE INSURANCE	LIFE INSURANCE JANUARY	330.89
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JANUARY	492.88
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	179.24
AVERY OIL & PROPANE	EMERGENCY GENSET FUEL	1,160.22
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.97
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.97
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.97
CATHEY COMPANY	300 FT SAMPLE TUBING	327.00
FISHER SCIENTIFIC	LAB CENTRIFUGE	2,125.28
FISHER SCIENTIFIC	1 ROTOR & 1 ROUND BUCKET	1,739.61
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	855.00
FISHER SCIENTIFIC	SAFETY VESTS	671.72
FISHER SCIENTIFIC	30 SAFETY VESTS	1,015.30
MISS DIG SYSTEM, INC.	MISS DIG SYSTEM ANNUAL MEMBERSHIP	1,013.62
UNITED PARCEL SERVICE	SHIPPING CHARGES	173.87
METRONET LONG DISTANCE	LONG DISTANCE DECEMBER	4.40
VERIZON WIRELESS	CELLULAR DECEMBER	8.81
VERIZON WIRELESS	CELLULAR DECEMBER	438.92
TDS METROCOM	LOCAL SERVICE DECEMBER	382.89
CONSUMERS ENERGY	ELECTRIC & GAS	3,671.64
CONSUMERS ENERGY	ELECTRIC & GAS	19,884.20
CONSUMERS ENERGY	ELECTRIC & GAS	855.33
CONSUMERS ENERGY	ELECTRIC & GAS	1,868.43
CONSUMERS ENERGY	ELECTRIC & GAS	4,594.51
CONSUMERS ENERGY	ELECTRIC & GAS	42.98
STATE OF MICHIGAN	BIOSOLIDS LAND APPLICATION FEE	3,180.00
LOWE'S CREDIT SERVICES	2 GALV BUSHINGS/2 PUMP TANKS/POTW	669.76
LOWE'S CREDIT SERVICES	PVC/LOCKNUT/RANGE OUTLET/PLUG/	105.13
M TECH COMPANY	UNDERGROUND SEWER INSPECTION UNIT	692.71
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	195.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	195.00
STATE OF MICHIGAN	BOILER RE-INSPECTION/POTW	130.00
BOBCAT OF LANSING	LATCH & SPRINGS FOR PLOW/UNIT #7	22.09
FRANKIE D'S AUTO & TRUCK	7 PLUG KITS/8 SPARK PLUGS/IGNITION	524.00
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	<u>47,966.71</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM	<u><u>48,710.02</u></u>
---	-------------------------

Fund 701 TRUST & AGENCY FUND

Dept 000.00

AFLAC	EMPLOYEE DEDUCTIONS	669.86
AFLAC	EMPLOYEE DEDUCTIONS	7.38
AFLAC	EMPLOYEE DEDUCTIONS	576.50
AFLAC	EMPLOYEE DEDUCTIONS	370.62
AFLAC	EMPLOYEE DEDUCTIONS	467.16
AFLAC	EMPLOYEE DEDUCTIONS	18.48
Total For Dept 000.00		2,110.00

Total For Fund 701 TRUST & AGENCY FUND	2,110.00
--	----------

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

CAPITAL REAL ESTATE TAX	TAX REFUND #332505-23-408-012	1,464.45
CAPITAL REAL ESTATE TAX	TAX REFUND #332505-23-452-020	238.02
CAPITAL REAL ESTATE TAX	TAX REFUND #332505-13-328-011	1,324.01
CAPITAL REAL ESTATE TAX	TAX REFUND #332505-14-302-018	582.42
CAPITAL REAL ESTATE TAX	TAX REFUND #332505-17-227-018	1,180.94
CAPITAL REAL ESTATE TAX	TAX REFUND #332505-19-151-002	21.01
CORELOGIC	TAX REFUND #332505-20-301-011	253.61
CORELOGIC	TAX REFUND #332505-22-252-027	1,091.08
CORELOGIC	TAX OVRPMT #332505-08-152-005	1,025.34
CORELOGIC	TAX REFUND #332505-11-355-024	564.93
CORELOGIC	TAX REFUND #332505-12-302-009	1,128.12
CORELOGIC	TAX REFUND #332505-13-329-015	1,112.37
CORELOGIC	TAX REFUND #332505-13-353-003	1,297.76
CORELOGIC	TAX REFUND #332505-14-459-019	692.61
CORELOGIC	TAX REFUND #332505-15-227-023	2,127.56
CORELOGIC	TAX REFUND #332505-15-378-033	1,437.70
CORELOGIC	TAX REFUND #332505-15-452-013	458.24
CORELOGIC	TAX REFUND #332505-17-176-012	3,590.58
CORELOGIC	TAX REFUND #332505-17-177-021	1,362.91
CORELOGIC	TAX REFUND #332505-18-228-009	1,623.09
CORELOGIC	TAX REFUND #332505-19-103-006	121.23
CORELOGIC	TAX REFUND #332505-20-301-015	330.56
CORELOGIC	TAX REFUND #332505-20-301-028	475.73
CORELOGIC	TAX REFUND #332505-21-452-032	1,406.21
CORELOGIC	TAX REFUND #332505-21-480-002	1,240.33
CORELOGIC	TAX REFUND #332505-22-328-006	1,187.02
CORELOGIC	TAX REFUND #332505-23-402-003	837.03
CORELOGIC	TAX REFUND #332505-23-407-004	1,219.15
CORELOGIC	TAX REFUND #332505-23-451-007	3.49
CORELOGIC	TAX REFUND #332505-23-452-012	1,338.00
CORELOGIC	TAX REFUND #332505-25-402-046	1,435.18
CORELOGIC	TAX REFUND #332505-26-152-009	1,191.37
CORELOGIC	TAX REFUND #332505-27-226-035	370.70
CORELOGIC	TAX REFUND #332505-28-300-006	1,670.74
CORELOGIC	TAX REFUND #332505-30-200-013	1,411.45
CORELOGIC	TAX REFUND #332505-31-400-016	1,316.49
CORELOGIC	TAX REFUND #332505-34-301-009	661.89
CORELOGIC	TAX REFUND #332505-35-400-006	1,028.99
CORELOGIC	TAX REFUND #332505-36-300-002	1,816.79
CORELOGIC	TAX REFUND #332505-36-477-002	1,112.62

CORELOGIC	TAX REFUND #332505-22-227-016	582.84
CORELOGIC	TAX REFUND #332505-11-328-015	220.76
KREFT, THOMAS & ANN	TAX OVERPMT #332505-32-251-005	20.00
LERETA, LLC	TAX REFUND #332505-20-276-014	1,420.20
LERETA, LLC	TAX REFUND #332505-22-427-006	2,073.19
LERETA, LLC	TAX REFUND #332505-15-176-006	1,377.49
LERETA, LLC	TAX REFUND #332505-13-156017	1,179.11
NICOLET NATIONAL BANK	TAX REFUND #332505-22-280-009	645.17
WELLS FARGO REAL ESTATE	TAX REFUND #332505-02-477-011	110.18
WELLS FARGO REAL ESTATE	TAX REFUND #332505-02-477-017	110.18
WELLS FARGO REAL ESTATE	TAX REFUND #332505-02-477-018	110.18
WELLS FARGO REAL ESTATE	TAX REFUND #332505-07-428-024	745.08
WELLS FARGO REAL ESTATE	TAX REFUND #332505-25-402-093	20.54
	Total For Dept 000.00	<u>51,366.64</u>
	Total For Fund 703 CURRENT TAX ACCOUNT	<u><u>51,366.64</u></u>
	Total For All Funds:	<u><u>495,281.48</u></u>

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated December 18, 2014**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 107519 through 107558 & direct deposits numbers: DD19359 through DD19439. 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: December 18, 2014

Director of Accounting

II. Payroll Report

The December 18, 2014 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$69,497.73	\$20,144.33	\$49,353.40
Fire Dept. Fund	46,281.06	14,142.60	\$32,138.46
DDA	3,888.51	877.31	\$3,011.20
Sewer Fund/Receiving	33,326.83	10,066.71	\$23,260.12
Total Payroll	\$152,994.13	\$45,230.95	\$107,763.18
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,004.07	\$5,547.69	\$30,696.09
Fire Dept. Fund	3,433.56	3,622.06	21,198.22
DDA	127.91	82.04	1,087.26
Sewer Fund/Receiving	2,460.88	3,024.10	15,551.69
Total Payroll	\$11,026.42	\$12,275.89	\$68,533.26

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on December 18, 2014 and identified as follows:

12/18 Net Pay Disbursement in Common Savings (\$107,763.18)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on January 20, 2015, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated December 18, 2014 was reviewed, audited, and approved.

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

Evan Hope, Clerk

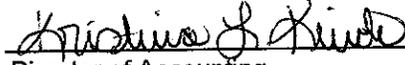
**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated December 31, 2014**

I. Certification of Preparation and Distribution

attached check and payroll registers encompass check numbers: 107561 through 107587 & direct deposits numbers: DD19440 through DD19516. 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.

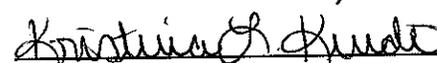

Director of Accounting

Dated: December 31, 2014

II. Payroll Report

The December 31, 2014 payroll encompasses the following funds and expenditures:

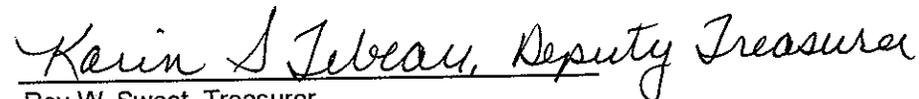
	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$65,535.70	\$18,910.61	\$46,625.09
Fire Dept. Fund	46,052.26	14,440.37	\$31,611.89
DDA	3,710.74	838.39	\$2,872.35
Sewer Fund/Receiving	34,208.86	9,988.73	\$24,220.13
Total Payroll	\$149,507.56	\$44,178.10	\$105,329.46
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$4,708.92	\$5,543.93	\$29,163.46
Fire Dept. Fund	3,429.10	3,706.49	21,575.96
DDA	114.31	82.04	1,034.74
Sewer Fund/Receiving	2,528.29	3,021.87	15,538.89
Total Payroll	\$10,780.62	\$12,354.33	\$67,313.05


Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on December 31, 2014 and identified as follows:

12/31 Net Pay Disbursement in Common Savings (\$105,329.46)


Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on January 20, 2015, a motion was made by _____ and passed by _____ yes votes and _____ no votes (_____ absent) that the payroll dated December 31, 2014 was reviewed, audited, and approved.

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

Evan Hope, Clerk

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated January 15, 2015**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 107593 through 107622 & direct deposits numbers: DD19520 through DD19595. 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: January 15, 2015

Director of Accounting

II. Payroll Report

The January 15, 2015 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$70,923.53	\$20,186.26	\$50,737.27
Fire Dept. Fund	50,389.40	15,773.22	\$34,616.18
DDA	4,404.58	990.03	\$3,414.55
Sewer Fund/Receiving	36,906.92	10,896.25	\$26,010.67
Total Payroll	\$162,624.43	\$47,845.76	\$114,778.67
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,115.96	\$5,712.29	\$31,014.51
Fire Dept. Fund	3,768.30	3,563.37	23,104.89
DDA	166.47	82.49	1,238.99
Sewer Fund/Receiving	2,736.58	2,993.74	16,626.57
Total Payroll	\$11,787.31	\$12,351.89	\$71,984.96

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on January 15, 2015 and identified as follows:

1/15 Net Pay Disbursement in Common Savings (\$114,778.67)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on January 20, 2015, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated January 15, 2015 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Sweet(1)Vander Ploeg(1)

Evan Hope, Clerk



**Delhi Charter Township
Department of Community Development**

MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Thursday, January 15, 2015

RE: Rezoning Case# 14-879, 2420 Cedar Street – Henderson Glass, Inc.

At their meeting on January 12th, the Planning Commission (PC) recommended approval of Rezoning Case #14-879 for property located at 2420 Cedar Street. This parcel is currently occupied by Henderson Glass. The site is located to the north of McDonald's and south of Champion's Sports Bar.

The rezoning request, if approved, would change the zoning of the subject site from C-2: General Business to C-3: Highway Commercial. For the most part, the land uses permitted within these two zoning districts are very similar. The C-3 district does permit a drive-thru, while C-2 does not. This is the reason that the applicant has made this rezoning request.

There were no members of the general public who spoke at the public hearing. After consideration of the rezoning request, the PC made the following motion:

Olson moved, seconded by Goodall to recommend to the Township Board approval of Case#14-879 to rezone approximately 1.061 acres of land at 2420 Cedar Street (33-25-05-15-202-028) from C-2: General Business to C-3: Highway Service based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, being pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2015.

A Roll Call Vote was recorded as follows:

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

Nays: None

Absent: None

Abstain: None

MOTION CARRIED

If you have any questions or require additional information, please don't hesitate to ask. Otherwise, please forward the attached information, along with your concurrence, to the Township Board for their action at the January 20th meeting. Thank you.

Recommended Motion to APPROVE:

To approve the rezoning of Case No. 14-879, 2420 Cedar Street, Tax Parcel #33-25-05-15-202-028, from C-2: General Business to C-3: Highway Service, as recommended by the Planning Commission at their January 12, 2015 meeting, based on it being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2015 (Zoning Ordinance No. 623).

-OR-

Recommended Motion to DENY:

To deny the rezoning of Case No. 14-879, 2420 Cedar Street, Tax Parcel #33-25-05-15-202-028, from C-2: General Business to C-3: Highway Service.



REZONING REQUEST:

The applicant has requested that the property located at 2420 Cedar Street be rezoned from C-2: General Business to C-3: Highway Service.

SITE DESCRIPTION:

The subject site is located on the east side of Cedar Street, immediately north of McDonald's and south of Champion's Sports Bar. The property is approximately 1 acre in size and has historically been the home of Henderson Glass. The company, who is also the owner of the property, has entered into a purchase agreement and it is likely that the site will be sold to a new owner. The rezoning request is being made by the property owner in order to facilitate the sale.

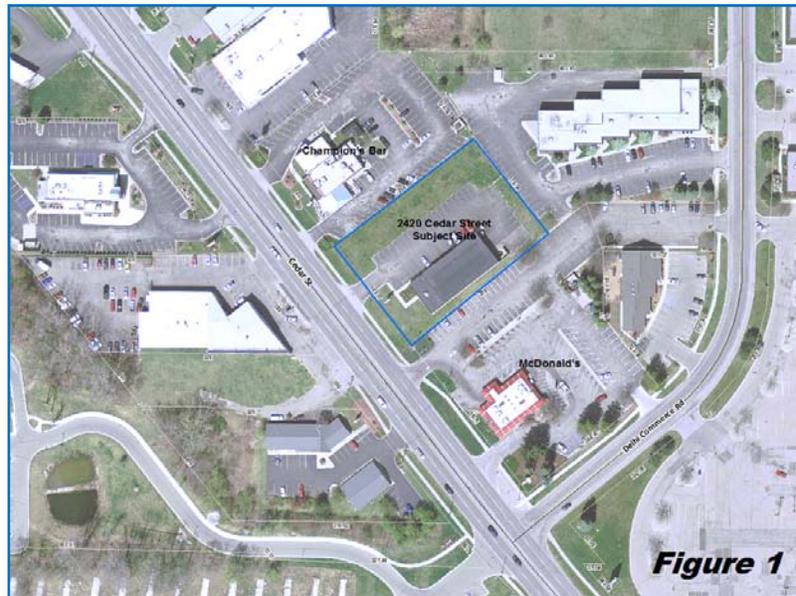


Figure 1

The site has direct access to Cedar Street. There is a little over 183' of road frontage and the site is approximately 256' deep. Figure 1 shows the subject site in relation to the surrounding area.

GENERAL INFORMATION:

APPLICANT: Henderson Glass, Inc.
OWNER OF RECORD: Same as Applicant
LOCATION: 2420 Cedar Street
PARCEL I.D. NO.: 33-25-05-15-202-028
LEGAL DESCRIPTION: LOT 5 Delhi Commerce Center
EXISTING ZONING: C-2: General Business
PROPOSED ZONING: C-3: Highway Commercial
PROPERTY SIZE: 1.061 acres (+/-)

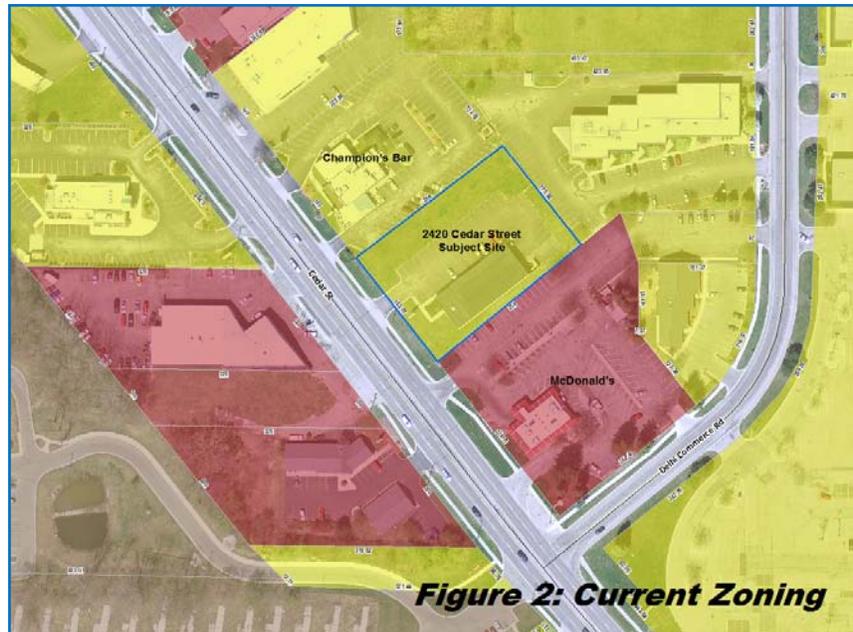
EXISTING LAND USE:	The property is currently occupied by Henderson Glass.		
ADJACENT LAND USE:	North:	Champion's Sports Bar	
	South:	McDonald's	
	East:	Existing office / commercial lease space	
	West:	Napa Auto Parts & Future Water Store Location	
ADJACENT ZONING:	North:	C-2: General Business	
	South:	C-3: Highway Service	
	East:	C-2: General Business	
	West:	C-3: Highway Service	

Figure 2 illustrates current existing zoning.

CONSIDERATIONS:

1. Master Plan:

The 2013 Master Plan (MP) and its Future Land Use Map (FLUM) show the subject parcel, and the immediately surrounding properties, continuing to be used or developed for commercial land uses. This area is identified as the second node within the Primary Development Area. As such, the MP

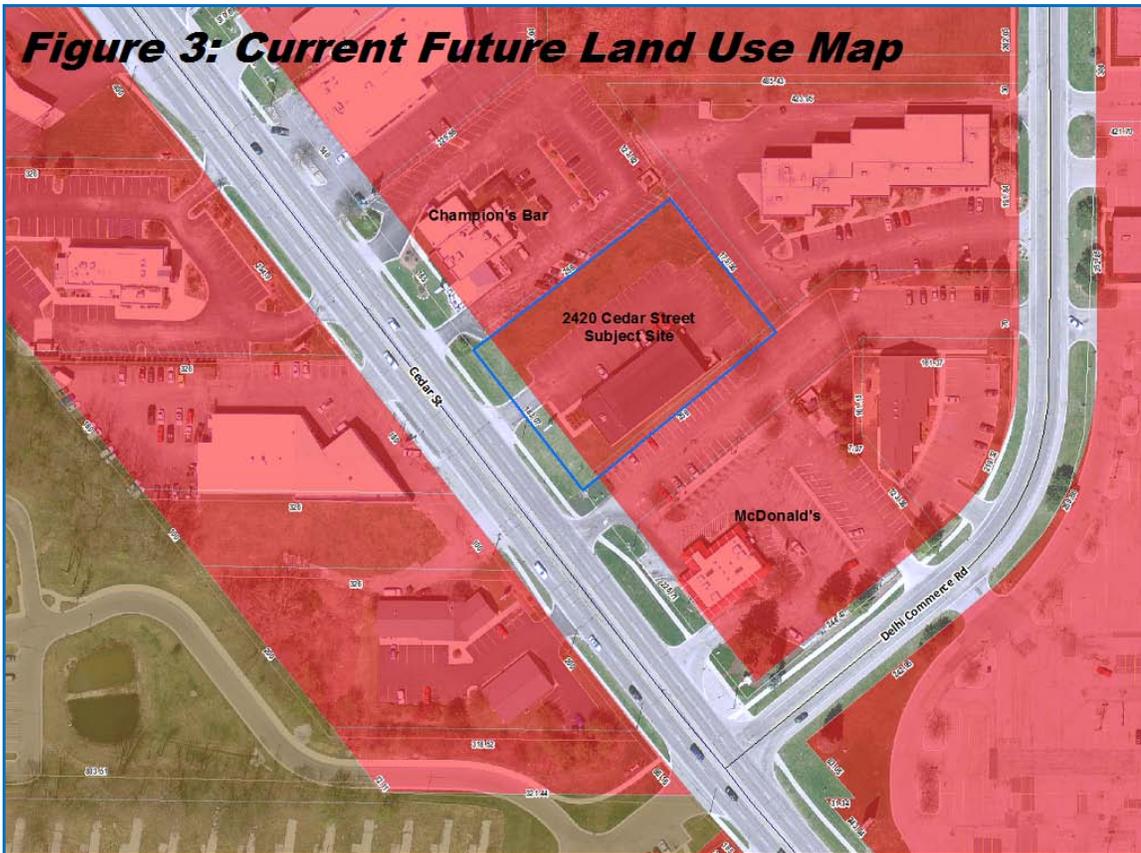


suggests that concentration on redevelopment of existing properties in a manner that ensures compliance with current requirements for improvements such as landscaping, quality building design and materials should be required. Future redevelopment of this site should strive to accomplish the objectives of the MP and zoning ordinance.

2. Current Allowable Land Uses:

Under the current C-2: General Business zoning, the permitted land uses are consistent with what would normally be expected within a commercial district. Uses permitted by right range from retail establishments, offices and medical and veterinary facilities to building supply stores. Uses permitted by Special Use Permit (SUP) within the C-2

district include the service and repair of vehicles and similar, childcare centers, car dealerships and fueling stations, amount others.



3. Proposed Allowable Land Uses:

Principal uses permitted under the C-3: Highway Service district includes the following uses permitted:

- a. By Right: retail, services, passenger terminals, offices, banks, restaurants and drive-thru businesses, motels, public amusements, drive-ins, driving ranges, racetracks and similar.
- b. Special Use Permit: truck terminal, car wash, vehicle display lots, auto repair, warehousing, fueling stations and adult uses.

Perhaps the most notable difference between the C-2 and the C-3 districts is that the C-3 district permits restaurants with drive-thru services, while C-2 does not.

ANALYSIS:

For the purpose of encouraging and developing consistency in decision making, there are criteria that may be analyzed by the Planning Commission in consideration of a change in zoning for a property. These may include (but not be limited to) the following:

- 1. Consistency with the goals, policies and the Master Plan and its Future Land Use Map (FLUM), including any sub-area, corridor, or related planning studies. If conditions have changed since the Plan was adopted, the consistency with recent development trends in the area.**

The proposed zoning (C-3) is consistent with the FLUM which continues to anticipate commercial development. As illustrated by Figure 2 several adjacent properties are currently zoned C-3. There are additional C-3 properties to the north and south of the subject site.

Based on information provided by the applicant, it appears that the property owner intends to sell the subject site and discontinue its use as a Henderson Glass facility. The expected purchaser supplied, as a part of the supplemental information submitted with the rezoning application, information about their anticipated use of the property. The prospective purchaser anticipates redeveloping the site for use as a fast-food restaurant with drive-thru. This can only occur if the site is rezoned to C-3. Redevelopment of the site will enable the Township, via the site plan review process, to ensure that all current zoning ordinance requirements are met (e.g. landscaping, buffers, parking lot layout, etc.) and that the objectives of the Master Plan are achieved as they pertain to building materials and quality.

- 2. Compatibility of the site's physical, geological, hydrological and other environmental features with potential impacts from all uses permitted in the proposed zoning district.**

With proper zoning approvals such as site plan review or SUP, none of the land uses permitted within the C-3 district which could physically be accommodated on a 1 acre site, are anticipated to create undesirable impacts.

- 3. The compatibility of all of the potential allowable uses in the proposed zoning district with surrounding land uses and zoning class in terms of suitability, environmental impacts, density, nature of use, infrastructure and potential influences on property values.**

The area has been planned for commercial land uses for many years. All of the properties in close proximity to the subject site are currently developed for commercial uses. The site plan review process will ensure that development occurs in a manner that is consistent with existing codes and ordinances.

- 4. The availability and capacity of Township utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the overall "health, safety and welfare" of the Township.**

All utilities are present at the site. Emergency services are provided by Delhi Township and the Delhi Division of the Ingham Co. Sherriff's Department. There are no anticipated negative impacts of the proposed rezoning, as the site and surrounding area is currently developed for commercial use.

5. If a rezoning is appropriate, is the requested zoning district considered to be more appropriate from the Township's perspective than other possible zoning district?

There are already several C-3: Highway Service parcels in the immediate area. Other properties are zoned C-2: General Business. The applicant has stated that the only reason they are requesting the C-3 zoning is so that they may propose a drive-thru as a part of the redevelopment plan.

6. The requested rezoning will not create an isolated and unplanned spot zone.

See #5 above.

7. The property will conform to the requirements of the Zoning Ordinance with the requested zoning.

It is believed that the current development and building, as is today, would still conform to the requirements of the zoning ordinance if the rezoning is approved. Future development of the site would also need to conform.

RECOMMENDED MOTION

Move to recommend to the Township Board approval of Case#14-879 to rezone approximately 1.061 acres of land at 2420 Cedar Street (33-25-05-15-202-028) from C-2: General Business to C-3: Highway Service based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, being pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2015.

MOTION TO DENY

Move to recommend to the Township Board denial of Case#14-879 to rezone approximately 1.061 acres of land at 2420 Cedar Street (33-25-05-15-202-028) from C-2: General Business to C-3: Highway Service at based on (INSERT SPECIFIC REASON FOR DENIAL).

DRAFT MEETING MINUTES
EXCERPT FROM 1-12-15
PLANNING COMMISSION MEETING

**PUBLIC HEARING, CASE #14-879, 2420 CEDAR STREET, 33-25-05-15-202-028,
REZONING FROM "C-2" TO "C-3"**

Ms. Miller reviewed the staff report for the request to rezone 2420 Cedar Street from "C-2" General Business to "C-3" Highway Service. Henderson Glass, owner of the property, has a purchase agreement in place with Sundance, Inc. Sundance, Inc. (Taco Bell) intends to build a fast food restaurant with a drive-thru which is the basis for the requested zoning change to "C-3". The Master Plan (MP) continues to anticipate development, and redevelopment, of this area for continued commercial land uses. The immediate area also has several properties that are currently zoned "C-3".

Jennifer Smith, Place Road, Brighton MI, from Desine Inc. representative for the applicant, was present to answer questions but there were no questions from the Board.

Discussion: None

Public Hearing Opened @ 6:45 p.m.

There was no public comment.

Public Hearing Closed @ 6:46 p.m.

Olson moved, seconded by Goodall to recommend to the Township Board approval of Case#14-879 to rezone approximately 1.061 acres of land at 2420 Cedar Street (33-25-05-15-202-028) from C-2: General Business to C-3: Highway Service based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, being pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2015.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: January 7, 2015

RE: Amendment to Ordinance No. 70 – Adopt International Fire Code, 2012 Edition, Second Consideration (Township Ordinance No. 70.12)

Enclosed for your review and consideration is proposed Delhi Township Ordinance No. 70.12, which would adopt the 2012 Edition of the International Fire Code.

This Code enables staff to regulate and enforce standards protecting the health, safety and welfare of township residents. The International Code Council released the revised Code and the Fire Chief is subsequently recommending the Township Board adopt the same via Ordinance No. 70.12. Not only would this bring our Fire Code up to date but it will also be more compatible with the Michigan Building Code 2012 recently revised by the State.

In addition to adopting the most recent versions of the International Fire Code this ordinance amendment would clarify the differences between “open burning” and “recreational burning” and its requirements and restrictions along with various clarifications and incorporation of the fee schedule currently in place.

Therefore, upon second consideration I recommend the Board approve Delhi Township amend Township Ordinance No. 70 (Township Ordinance No. 70.12).

RECOMMENDED MOTION:

Upon second consideration, to amend Township Ordinance No. 70, which adopts the International Fire Code, 2012 Edition (Township Ordinance No. 70.12).

Memo

To: John Elsinga, Township Manager
From: Brian Ball, Chief
Date: 12/10/2014
Re: Amended Ordinance 70.12

Attached you will find amended ordinance 70.12 for approval and submittal to the Board of Trustee's. As I move forward in the continual progression of the fire department in its policy and procedure I have found that the current fire code, International Fire Code (IFC) 2003, is eleven years old and in need of being updated to the current version of IFC 2012. This update is needed to stay current with not only the current standards and practices but also to be up to date with the Michigan Building Code 2012 that was recently adopted on October 9, 2014. Assistant Chief Brad Drury and Attorney David Revore have worked closely on updating the attached ordinance and its amendments. As a result of the review of the ordinance they have found items that were already covered in the IFC 2012 code and so were removed from the ordinance. This amended ordinance also reflects changes in state law and ultimately streamlines the ordinance and fire code to current standards.

Amended Ordinance 70.12 also clarifies the differences between open burning and recreational burning, sets restrictions on where the open burning and recreational burning can be on property and class. We have also incorporated the current fee schedule into the ordinance as it relates to the fire department. These are just some of the updates to the ordinance and attached you will find a summary of the changes that have taken place.

It is important to stay up to date with current codes and practices to stay in sync with the other codes currently being used in building, mechanical and electrical fields. This updated and amended ordinance will keep the fire department up to date with current practices for inspection and permitting. I am requesting your approval of this amended ordinance and its submittal to the board for the approval.

Chapter 6 Fire Prevention and Protection Ordinance Changes

Overview: Currently Chapter 6 of Delhi Township Ordinances list the 2003 version of the International Fire Code (IFC) as Delhi Twp.s adopted fire code. We are attempting to adopt the 2012 International Fire Code to bring our fire code up to date and in sync with the 2012 Michigan Building Code (adopted Oct. 9, 2014 by the State). These two documents work together with one another. Some other items were modified in Chapter 6 mainly due to state law changes, is currently covered in the 2012 International Fire Code, or to clear up any confusing language.

As a result of streamlining items all ready now covered by the 2012 version and current state laws; many items have been removed or directly refer to the printed fire code.

Summary of Changes:

Section 6-1 – clarifies the definitions of between Open Burning and Recreational Burning. Each now list requirements and restrictions.

Sections 2 and 3 – deletes the 2003 International Fire Code and Adopts the 2012 version with some admendments.

Section 4 – are the amendments to the 2012 IFC

503 - clarifies the creation of fire lanes on existing property if necessary.

109 – mirrors the current language but needed to be renumbered do to numbering changes in the current code. Lists who may enforce the provisions of the code.

Section 5 – clarifies that Fire Chief is the fire code official in the absence of an appointed fire code official.

Section 6 – defines “legal counsel” instead of “corporate counsel” (language change).

Section 7 - is modified to correspond to these areas that are currently covered in the Michigan Building Code with support from the IFC.

Section 8 – language change from Uniform Fire Code to International Fire Code.

Section 12 – incorporates the current fee schedule budgeted into the ordinance.

Chapter 14 – clarifies who may enforce fire lane violations and its conditions.

Section 16,17,18,19, and 20 – Includes flame effects, corresponds with state law, and references current code.

DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

ORDINANCE NO. 70.12

PREAMBLE

AN ORDINANCE TO AMEND ORDINANCE NO. 70 OF DELHI CHARTER TOWNSHIP (AS AMENDED), THE SAME BEING CHAPTER 6 OF THE CODE OF ORDINANCES OF DELHI CHARTER TOWNSHIP; TO AMEND OPEN BURNING, RECREATIONAL FIRE, SEASONAL RECREATIONAL BURN PERMITS, TO DELETE THE INTERNATIONAL FIRE CODE OF 2003 AND TO ADOPT THE INTERNATIONAL FIRE CODE OF 2012 AND CERTAIN PROVISIONS THEREOF PERTAINING TO OPEN BURNING, RECREATIONAL FIRE, SEASONAL RECREATIONAL BURN PERMITS, AND DELETE SECTION 111.5, TO AMEND DEFINITIONS, TO DELETE CERTAIN VIOLATIONS, TO PROVIDE FOR VIOLATIONS AND PENALTIES, TO AMEND THE FIRE PREVENTION BUREAU, DEFINITIONS, APPEALS, DELETE SECTIONS 6-32, 6-33, 6-34, TO ESTABLISH FEES, TO DELETE SECTION 6-41, TO AMEND TRAFFIC CONTROL, TO DELETE ARTICLE IV SMOKE DETECTORS, TO AMEND ARTICLE VI FIREWORKS AND PYROTECHNIC PROGRAMS, INSPECTIONS, CLEAN-UP COSTS, FEES, TO AMEND ARTICLE VII ENFORCEMENT, VIOLATIONS, FINES, AND PENALTIES; TO SAVE AND PRESERVE PENDING PROSECUTIONS; TO REPEAL CONFLICTING ORDINANCES; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

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

Section 1. Amendments to Chapter 6, Article I, Section 6-1. Code Section 6-1 shall be and is deleted in its entirety and is hereby amended to read as follows:

OPEN BURNING is defined as “the burning of materials where smoke and other emissions are released directly into the air without passing through a chimney or stack”. Common materials burned include paper, tree limbs, brush, and other non-hazardous combustible debris. The following restrictions apply to open burning:

- (A) A permit is required to open burn.
- (B) No more than six (6) open burning permits may be issued to a particular address per calendar year. Permit fees of fifteen dollars (\$15.00) per open burning permit shall be collected prior to issuance of permit. Open burning permits shall be issued for two (2) consecutive days after issuance.
- (C) Shall comply with the International Fire Code.

- (D) Must be 50 feet from property lines.
- (E) Will be restricted to one (1) acre lots or larger.
- (F) Must have 1,400 feet clearance of a city or village boundary.
- (G) Open burning of grass clippings, leaves, and construction materials are prohibited.
- (H) Open burning shall be limited to a ten (10) x ten (10) x ten (10) foot area.
- (I) No open burning shall be permitted when the wind velocity exceeds ten (10) mph as indicated at the Delhi Charter Township Fire Department Station No. 1.
- (J) The Fire Chief or his/her authorized agent is authorized to restrict any/all burning based on dry vegetation conditions.
- (K) Any additional requirements may be instituted by Fire Department personnel and complied with prior to burning.

RECREATIONAL FIRE is defined as an outdoor fire burning charcoal, seasoned firewood or materials other than rubbish contained within a device inspected and approved by the Delhi Charter Township Fire Department. These devices include, but are not limited to, outdoor fireplaces, barbecue grills or barbecue pits. This does not include cooking fires. Recreational fire also includes an outdoor fire burning materials other than rubbish where the fuel being burned is not contained in an incinerator, outdoor fireplace, portable outdoor fireplace, barbeque grill or barbeque pit and has a total fuel area of three (3) feet (914 mm) or less in diameter and two (2) feet (610 mm) or less in height for pleasure, religious, ceremonial, cooking, warmth or similar purposes.” The following restrictions apply to recreational fire:

- (A) A permit is required to have a recreational fire.
- (B) Limited to single family dwellings.
- (C) There is no charge for a recreational burn permit.
- (D) Shall comply with the International Fire Code.
- (E) Subject to inspection.

SEASONAL RECREATIONAL BURN PERMITS may be granted to state licensed campgrounds for recreational fires at approved campsites. Seasonal permit fees are two hundred seventy-five dollars (\$275.00) and are valid from April 1 through October 1 for the year issued. The following restrictions apply to seasonal recreational burn permits:

- (A) Shall comply with the International Fire Code.

Section 2. Adoption of International Fire Code of 2012. Section 1 of Ordinance No. 70 as amended, amendment to Chapter 6, Article II, shall be and is hereby amended to delete “2003” and amended to read as follows:

Section 6-26. ADOPTION OF THE INTERNATIONAL FIRE CODE.
 A certain document entitled “International Fire Code 2012,” three (3) copies of which are on file with the office of the Clerk of Delhi Charter Township, which Code is published by the International Code Council, shall be and is hereby adopted as the Fire Code of Delhi Charter Township, said adoption being for the purpose of regulation of conditions and conduct hazardous to life and property related to fire, life safety, or explosion within Delhi Charter Township, which Code in its entirety with all appendices, except as

modified herein, shall be and is hereby incorporated and made a part hereof as if fully set forth.

Section 3. Amendments to Chapter 6, Article II, Section 6-27.

Delhi Charter Township, Code Section 6-27 entitled "Amendments" shall be and is hereby amended to delete "2003". All previous amendments to the International Fire Code 2003 as codified in the Township Code shall remain except where deleted and amended by this Ordinance.

- A. Delhi Charter Township, Code Section 6-27, Section 105.6.31 shall be and is deleted in its entirety.
- B. Delhi Charter Township, Code Section 6-27, Section 111.5 shall be and is deleted in its entirety.

Section 4. Amendments to the International Fire Code 2012 and the Delhi Charter Township, Code Section 6-27 entitled "Amendments" The International Fire Code 2012 and the sections set forth below are hereby amended as follows:

- A. Section 202 "General Definitions." The following definitions for the purpose in this code shall be modified as follows:

Bon Fire. Is hereby deleted.

Open Burning. See definition in section 6-1.

- B. Section 302.1 "Definitions." The following words and terms shall, for the purposes of this section and as used elsewhere in this Code, have the meanings as shown herein.

Open Burning. The burning of materials where smoke and other emissions are released directly into the air without passing through a chimney or stack.

Powered Industrial Truck. Is hereby deleted. See definition in the International Fire Code.

Recreational Fire. Is hereby deleted. See definition in section 6-1.

- C. Section 307.2 "Permit Required." A permit shall be obtained from the Fire Department in accordance with Section 105.6.30 prior to kindling any fire. This shall not include cooking fires.
- D. Section 307.2.1 "Authorization" shall be and is hereby amended to read as follows: No open burning shall be permitted when the wind velocity exceeds ten (10) mph as indicated at the Delhi Charter Township Fire Department Station No. 1. The Chief or his/her authorized agent is authorized to restrict any/all burning based on dry vegetation conditions.

- E. Code Section 6-27, subsection 307.1.1 “Prohibited Opening Burning” is hereby deleted.
- F. Section 307.4.1 “Bonfires” shall be and is hereby deleted.
- G. Code Section 6-27, subsection 307.3.2 “Recreational Fires” is hereby deleted and amended to read as follows:

See Section 307.4.2 of the International Fire Code.

- H. Section 503 phrase “Fire Apparatus Access Roads” in the International Fire Code is hereby deleted and amended to read as follows:

Section 503 “Fire Apparatus Access Roads/Fire Lanes”.

Section 503 is hereby amended to add the following provisions (1)-(2) before Section 503.1 of the International Fire Code:

(1) Purpose. This section is to be interpreted as the standard of care necessary to protect both people and property in case of a fire or similar emergency in any of those establishments herein defined through the use of controlled fire lanes.

(2) Authority. The fire code official shall be responsible for establishing fire lanes on both public and private property. The following criteria shall be used in determining the necessity of fire lanes:

(A) Fire lanes shall be established by the fire code official as deemed necessary at the following locations. This list shall not be deemed to be exclusive, but shall be deemed to be a guide to the type of establishment where necessary:

- (1) Apartment complexes;
- (2) Auditoriums and all like places of public assembly;
- (3) Churches;
- (4) Hospitals, convalescent homes and nursing homes;
- (5) Hotels, motels and boarding houses;
- (6) Manufacturing sites;
- (7) Multiple private residential areas; and
- (8) Shopping centers.

(B) The necessity of access into the above enumerated areas from public thoroughfares shall be considered when establishing fire lanes.

(C) The necessity of traffic lanes that are free from parked vehicles, both to and around the above enumerated establishments, and that are capable of handling fire vehicles, shall also be considered. This determination shall be made whenever the fire code official deems that such lanes are necessary for the safety of occupants and property of such establishments or when, after being petitioned by a private land owner to have fire lanes established on his or her property, the fire code official declares fire lanes thereon in accordance with the above criteria. This section shall apply to all such existing facilities within the jurisdiction. The fire code official or designated representative shall notify the land owner of any such property whereon fire lanes are established, by mailing notice of

the same to the address of the owner as identified in the records of the Township Assessor.

- I. Section 503 shall be and is hereby amended to add Section 503.7 "Permitted parking", to read as follows:

Section 503.7 Permitted parking. The fire code official may grant permission for parking of certain vehicles, objects or trailers in designated fire lanes for limited periods where such parking will not interfere with the use of the fire lane by emergency vehicles. Whenever such permission is granted, a record of the same shall be kept by the Fire Prevention Bureau. In conjunction with such permission, the Bureau shall furnish a sign to be posted conspicuously on the vehicle, object or trailer stating that permission to so park has been granted and stating the duration that it may remain so parked.

- J. Section 507.4 "Hidden Rooftop HVAC Equipment," shall be and is hereby recodified as Section 316.4.1 and added to read as follows:

Section 316.4.1 "Hidden Rooftop HVAC Equipment." On all buildings wherein rooftop heating, ventilation or other mechanical equipment is provided on the roof, a plain sign with the letters "HVAC" in six (6) inch high red letters on a white background shall be installed which will be in plain view to arriving fire units.

- K. Section 109, "Violations," subsections 109.1-109.3.1 shall be and are hereby deleted in their entirety and Section 109 is hereby amended to add subsections 109.1, 109.2, 109.2.1, 109.2.2, 109.2.3, 109.2.4, 109.2.5, and 109.2.6, to read as follows:

Section 109.1 "Unlawful Acts." It shall be unlawful for a person, firm or corporation to erect, construct, alter, repair, remove, demolish or utilize a building, occupancy, premises or system regulated by this Code, or cause same to be done, in conflict with or in violation of any of the provisions of this Code.

Section 109.2 "Violation Penalties" Misdemeanor - Any person, partnership, firm, association or corporation who shall violate, neglect or refuse to comply with any of the provisions of this Ordinance shall, upon violation of this Ordinance, be guilty of a misdemeanor, unless such violation is designated as a civil infraction. For all violations not designated as civil infractions, penalties may be imposed of up to ninety (90) days incarceration in the Ingham County Jail and/or fines not exceed five hundred dollars (\$500.00).

Section 109.2.1 Abatement of violation. In addition to the imposition of the penalties herein described, the fire code official is authorized to institute appropriate action to prevent unlawful construction or to restrain, correct or abate a violation; or to prevent illegal occupancy of a structure or

premises; or to stop an illegal act, conduct of business or occupancy of a structure on or about any premises.

Section 109.2.2 "Penalties; Civil Infraction." Civil - Penalties may be imposed for violations designated as civil infractions by a fine not to exceed five hundred dollars (\$500.00) plus court costs, which costs may include all expenses, direct or indirect, which the Township has incurred in connection with the infraction. The court or magistrate may also impose any and all other remedies applicable to municipal civil infractions provided for under state law. Each day of such violation, whether designated a civil infraction or misdemeanor, shall constitute a separate offense.

Section 109.2.3 Modification of Fines and Penalties - All fines and charges levied hereunder, including charges levied in connection with the issuance of a permit, may be amended from time to time by Resolution of the Delhi Charter Township Board or by amendatory ordinance.

Section 109.2.4 Other Civil Remedies; Abatement of Violation - In the discretion of the Township, appropriate legal action may be instituted to prevent further violation hereof and/or to abate existing violations by pursuit of equitable relief, such as issuance of mandatory injunctions and restraining orders.

Section 109.2.5 Authority - The Fire Chief, fire code official, or approved personnel have the authority to enforce the provision of this ordinance.

Section 109.2.6. Except as expressly provided above, all other provisions of Section 109 shall be and are hereby deleted.

Section 5. Amendments to Chapter 6, Article II, Section 6-28.

Delhi Charter Township, Code Section 6-28 entitled "Fire prevention bureau" shall be and is hereby amended to read as follows:

- A. There is hereby established a fire prevention bureau and fire code official within the Fire Department of the township and such fire prevention bureau shall be subject to, and operated under, the supervision of the chief of the township Fire Department. The Chief of the township Fire Department shall serve as the fire code official in the absence of an appointed fire code official. The title of Fire Marshal shall be the title of the appointed fire code official.
- B. The chief of the Fire Department may detail such employees and members of the Fire Department to the fire prevention bureau as he deems necessary from time to time. Such employees and members shall perform such duties as may be designated from time to time by the fire chief.
- C. The personnel of the fire prevention bureau shall have such duties and exercise such authority as permitted in the International Fire Code as specified by the fire chief.

Section 6. Amendments to Chapter 6, Article II, Section 6-29.

Delhi Charter Township, Code Section 6-29 entitled "Definitions" shall be and is hereby amended to read as follows:

- A. The word "jurisdiction", as used in the International Fire Code, shall mean Delhi Charter Township.
- B. Whenever the term "legal counsel" is used in the International Fire Code, it shall mean the Delhi Charter Township Attorney.

Section 7. Amendments to Chapter 6, Article II, Section 6-30.

Delhi Charter Township, Code Section 6-30 entitled "Establishment of limits of districts in which storage of flammable or combustible liquids and bulk storage of same and storage of explosives and blasting agents prohibited" shall be and is hereby amended to read as follows:

- A. For purposes of explosives and fireworks of the International Fire Code, storage of explosive and blasting agents is restricted to those districts within Delhi Charter Township zoned industrial as such zone is defined in Ordinance No. 39 of Delhi Charter Township, as amended, or is approved by the fire code official and meets all safety requirements of the Michigan Building Code and International Fire Code.
- B. For purposes of Class I flammable liquids of the International Fire Code, the storage of Class I flammable liquids in above ground tanks outside the building shall be prohibited in all areas of Delhi Charter Township other than those districts zoned industrial as such zones are defined in Ordinance No. 39 of Delhi Charter Township, as amended, or is approved by the fire code official and meets all safety requirements of the Michigan Building Code and International Fire Code.
- C. For purposes of the construction of new bulk plants, bulk storage, bulk terminals or bulk transfer for flammable or combustible liquids of the International Fire Code shall be limited to districts within Delhi Charter Township zoned industrial as defined in Ordinance No. 39 of Delhi Charter Township, as amended, or is approved by the fire code official and meets all safety requirements of the Michigan Building Code and International Fire Code.
- D. For purposes of bulk storage of liquefied petroleum gas of the International Fire Code is restricted to those districts within Delhi Charter Township zoned industrial as such zones are defined in Ordinance No. 39 of Delhi Charter Township, as amended, or is approved by the fire code official and meets all safety requirements of the Michigan Building Code and International Fire Code.

Section 8. Amendments to Chapter 6, Article II, Section 6-31.

Delhi Charter Township, Code Section 6-31 entitled "Appeals" shall be and is hereby amended to read as follows:

Whenever the chief or the fire prevention bureau shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the International Fire Code do not apply or the true intent and meaning of the Code may have been misconstrued or wrongly interpreted, by the chief or the fire prevention bureau, the applicant may appeal the decision to the board of appeals within thirty (30) days from the date of the decision which forms the subject matter of the appeal.

Section 9. Amendments to Chapter 6, Article II, Section 6-32.

Delhi Charter Township, Code Section 6-32 entitled "New materials, processes or occupancies which may require permits" shall be and is hereby deleted in its entirety and is hereby amended to read as follows:

Section 6-32. Reserved for future use.

Section 10. Amendments to Chapter 6, Article II, Section 6-33.

Delhi Charter Township, Code Section 6-33 entitled "Penalties" shall be and is hereby deleted in its entirety and is hereby amended to read as follows:

Section 6-33. Reserved for future use.

Section 11. Amendments to Chapter 6, Article II, Section 6-34.

Delhi Charter Township, Code Section 6-34 entitled "Provisions pertaining to fire prevention in housing projects for elderly persons" shall be and is hereby deleted in its entirety and is hereby amended to read as follows:

Section 6-34. Reserved for future use.

Section 12. Amendments to Chapter 6, Article II, Section 6-36.

Delhi Charter Township, Code Section 6-36 entitled "Fee established" shall be and is hereby amended to read as follows:

- A. There is hereby established a fee, the amount of which is to be set, from time to time by resolution of the Delhi Township Board of Trustees, to be charged to any person or persons, corporations or other entities who apply for any permit required under this chapter. The board may set reasonable limits on the number and duration of permits granted under this section.
- B. A fee shall also be charged to any person, corporation or other entity who requires or necessitates the use of any emergency medical care provided by the Delhi Township Fire Department, whether said services occur within or without the corporate limits of Delhi Charter Township.
- C. A fee may be charged to any person, corporation or other entity who requires or necessitates the use of any emergency fire services, whether said services

occur within or without the corporate limits of Delhi Charter Township, except no fee will be charged for routine fire runs made within the township on behalf of residents of Delhi Charter Township. Said fees shall reimburse the township for any and all expenses incurred as a result of fire services provided, including hazardous materials responses under the "Hazardous Substance Cleanup," Ordinance No. 96, sections [6-75](#) through [6-77](#), and shall include the actual cost of equipment operated and personnel dispatched by or in cooperation with the Delhi Charter Township Fire Department.

D. The following fee structure is hereby adopted:

Fire Code Board of Appeals, per hearing\$500.00

Liquor license inspections\$250.00

New commercial/industrial inspections, final occupancy inspection.....\$100.00

Specialized plan review/inspectionCost + 15%

Existing commercial/industrial inspections \$50.00

Multiple-family housing inspectionsNo charge

Single-family/two-family inspectionsNo charge

Commercial/residential development burning permits, per day (no maximum number)\$100.00

One-family open burning permits, per two (2) consecutive days. Maximum of six (6) open burning permits may be issued to a particular address per calendar year.\$15.00

State licensed campgrounds burning permits for recreational fires at approved campsites, per season valid from April 1 through October 1 for the year issued.\$275.00

Automatic fire suppression systems permits/inspections See Chart below:

Fire/life safety alarm system permits/inspection See Chart below:

TYPE	COST
Final Inspection	\$100
Suppression / Standpipe Plan Review	\$125.00
Fire Suppression (0 – 40 heads)	\$30.00 flat fee
Fire Suppression (41 + heads)	\$.75/head
Alarm Review (each)	\$125.00
Alarm/Life Safety Devices (1 -10)	\$75.00
Alarm/Life Safety Devices (11-20)	\$150.00
Alarm/Life Safety Device (21+)	\$7/device
Sprinkler/Alarm Inspection	\$100

Annual Michigan Firefighter Right-to-Know Review (Material Safety Data Sheets—MSDS)No charge

Nonresident, fire/rescue incidents, per hour\$300.00

Section 13. Amendments to Chapter 6, Article II, Section 6-41.

Delhi Charter Township, Code Section 6-41 entitled “Regulations on open burning permits” shall be and is hereby deleted in its entirety and is hereby amended to read as follows:

Section 6-41. Reserved for future use.

Section 14. Amendments to Chapter 6, Article III, Section 6-52.

Delhi Charter Township, Code Section 6-52 entitled “Traffic control” shall be and is hereby amended to read as follows:

No motor vehicle, motorcycle or other motorized device designed for conveyance of persons and/or property shall be parked in, obstruct access to, or the use of, a posted fire lane within Delhi Charter Township.

Law enforcement or approved Fire Department personnel are authorized to enforce Section 6-52. Enforcement by civilian parking enforcement personnel can only occur on private property parking areas if a written request to the township for enforcement of fire lane restrictions has been made by the owner or person in charge of the private property, and the township clerk has notified the police and fire departments that the request has been received and placed on file.

Enforcement of fire lane restrictions shall occur only when fire lane signs are clearly posted consistent with the requirements of the Michigan Manual of Uniform Traffic Control Devices.

In the event of a fire, motor vehicles parked in violation of this article may be ordered immediately removed and placed in storage by the police or Fire Department, with payment of reasonable charges for the removal and storage to be made by the owner or operator of the vehicle.

In nonemergency situations, motor vehicles parked in violation of this article may be ordered immediately removed and placed in storage by the police or Fire Department, with payment of reasonable charges for the removal and storage to be made by the owner or operator of the vehicle, only if the fire lane is also posted as a "tow away zone."

Section 15. Amendments to Chapter 6, Article IV.

Delhi Charter Township, Chapter 6, Article IV, entitled “Smoke Detectors” shall be and is hereby deleted in its entirety and is hereby amended to read as follows:

Chapter 6, Article IV. Reserved for future use.

Section 16. Amendments to Chapter 6, Article VI.

Delhi Charter Township, Chapter 6, Article VI, entitled "FIREWORKS AND PYROTECHNIC PROGRAMS" shall be and is hereby amended to read as follows:

FIREWORKS, FLAME EFFECTS, AND PYROTECHNIC PROGRAMS
DISPLAYS

Section 17. Amendments to Chapter 6, Article VI, Section 6-95.

Delhi Charter Township, Code Section 6-95 entitled "Fireworks/pyrotechnic events" shall be and is hereby amended to read as follows:

All public events at which fireworks, flame effects, or other pyrotechnic displays will be held shall be regulated by this article. This includes public displays using consumer fireworks (1.4G).

Section 18. Amendments to Chapter 6, Article VI, Section 6-96.

Delhi Charter Township, Code Section 6-96 entitled "Authorization of pyrotechnic personnel" shall be and is hereby amended to read as follows:

All persons desiring to make pyrotechnic/flame effect displays within the limits of Delhi Charter Township shall be required to submit an application available in the Parks and Recreation Department . All applications shall be submitted a minimum of sixty (60) days prior to the scheduled display, unless otherwise approved by the township board of trustees. The application shall contain the following:

- (1) Applicant name.
- (2) Names of all personnel associated with proposed fireworks display.
- (3) Address.
- (4) Telephone number.
- (5) Address/location and purpose of fireworks display.
- (6) Date and time of proposed fireworks display.
- (7) A minimum of four (4) references related to previous fireworks displays.
- (8) Listing of all previous fireworks presentations.
- (9) Proof of personal liability insurance issued by an insurance carrier authorized to do business within the state in the amount of five million dollars (\$5,000,000.00) with Delhi Charter Township named as an additional insured on the policy.
- (10) Name of pyrotechnic/fireworks display company.

A reasonable fee, as established by the Delhi Charter Township Board of Trustees, to cover the costs of staff time involved in review of the application, may be charged at the time the application is submitted to the Parks and Recreation Department.

Section 19. Amendments to Chapter 6, Article VI, Section 6-97.

Delhi Charter Township, Code Section 6-97 entitled "Registration of firing personnel (shooters)" shall be and is hereby amended to read as follows:

All personnel who are designated as shooters of pyrotechnic and other fireworks displays shall be required to be registered by Delhi Charter Township. For purposes of this section, the term "shooter" shall refer to those persons who are in charge of the fireworks, flame effects or pyrotechnic display, and who are responsible for firing the shells during the display. All shooters shall submit, in one (1) package, the items listed below to Delhi Charter Township and shall be approved by the Delhi Charter Township Board of Trustees and Delhi Township Fire Marshal prior to any display being approved:

- (1) Name, including any business name(s).
- (2) Address.
- (3) Business address.
- (4) Telephone number.
- (5) E-mail address, if applicable.
- (6) List of all displays provided in the past ten (10) years.
- (7) Number of employees.
- (8) Names of employees.
- (9) Four (4) references who can verify history with past displays.
- (10) Any professional certifications.

Section 20. Amendments to Chapter 6, Article VI, Section 6-98.

Delhi Charter Township, Code Section 6-98 entitled "Fire department inspection and protection" shall be and is hereby amended to read as follows:

All fireworks or pyrotechnic displays in Delhi Charter Township shall be required to be inspected by the Delhi Charter Township Fire Department prior to and during setup of the display, and shall require Fire Department personnel and apparatus to stand-by during the presentation. The fireworks permittee and all persons involved in the handling of fireworks and pyrotechnic devices and the storage thereof, and the presentation of same, shall comply with the requirements of the NFPA 1123, 1126, and/or 160 as to separation distances, and shall, in all other respects, comply with the International Fire Code and the current NFPA guidelines, whichever are more restrictive. The Delhi Charter Township Fire Marshal or his/her representative shall be present during the setup and the presentation to insure compliance with all applicable codes and ordinances. The Delhi Charter Township Fire Marshal has the authority to stop any display at any time for unsafe conditions.

Section 21. Amendments to Chapter 6, Article VI, Section 6-99.

Delhi Charter Township, Code Section 6-99 entitled "Cleanup costs—Cash/cash bond or irrevocable letter of credit" shall be and is hereby amended to read as follows:

The applicant for any pyrotechnic or firework display shall submit a reasonable fee in the form of cash, cash bond, or a bank irrevocable letter of credit in an amount as established by the Delhi Charter Township Board of Trustees at the time of the granting of the permit, which bond shall not be less than one thousand dollars (\$1,000.00) for the purpose of guaranteeing that the property from which the display originates and surrounding properties are clean of fireworks debris within forty-eight (48) hours after

completion of the display. Upon inspection and approval of the property by the Department of Parks and Recreation, the bond will be released. If the property inspector finds that the property is not in an acceptable manner, the cash bond will provide appropriate funding to insure cleanup of the site.

Section 22. Amendments to Chapter 6, Article VI, Section 6-100.

Delhi Charter Township, Code Section 6-100 entitled "Fee schedule" shall be and is hereby amended to read as follows:

Application fee (section 6-96) (nonrefundable)\$250.00
Inspection and protection fee (section 6-98)
(two (2) hour minimum)\$350.00
(Each additional hour)\$175.00

Section 23. Amendments to Chapter 6, Article VII, Section 6-107.

Delhi Charter Township, Code Section 6-107 entitled "Violations, fines and penalties" shall be and is hereby deleted and amended to read as follows:

Sec. 6-107. Enforcement, violations, fines, and penalties.

Law enforcement officers are authorized to enforce any violation of this ordinance and the Township Code sections. Approved Fire Department personnel are authorized to enforce sections 6-102, 6-103, 6-104(1), and 6-104(2). Violation of this ordinance and the following sections are subject to the following fines and penalties:

- A. Any person who violates section 6-102 shall be imposed a civil fine of not more than \$500.00 for each violation of the ordinance.
- B. Any person who violates section 6-103 shall be guilty of a misdemeanor, punishable by up to ninety (90) days in jail and/or a fine up to five hundred dollars (\$500.00).
- C. Any person who violates section 6-104(1) is responsible for a state civil infraction and may be ordered to pay a civil fine of not more than \$500.00.
- D. Any person who violates section 6-104(2) shall be ordered to pay a civil fine of not more than \$500.00 or, for a second or subsequent violation of this subsection, a civil fine of not more than \$1,000.00.
- E. Any person who violates section 6-104(3) is guilty of a misdemeanor punishable by imprisonment for not more than Thirty (30) days or a fine of not more than \$1,000.00, or both.

Section 24. Savings Clause. All proceedings pending and all rights and liabilities existing or incurred at the time this amendatory Ordinance takes effect are saved and may be consummated according to the law in force when they are commenced. This amendatory Ordinance shall not be construed to affect any prosecution pending or initiated before the effective date of this amendatory Ordinance for an offense committed before that effective date.

Section 25. Conflicting Ordinances Repealed. Except as to prosecution and legal actions pending and saved pursuant to Section 24 (Code Section 6-37) above, any Delhi Charter Township Ordinances or parts of Ordinances in conflict with or inconsistent with any of the provisions of this Ordinance are hereby repealed.

Section 26. Severability. If any section, paragraph, clause, phrase or part of this Ordinance is held invalid by any court of competent jurisdiction, or any agency, department or commission empowered by statute for such purposes, such decision shall not affect the validity of the remaining provisions of this Ordinance, and the application of those provisions to any person or circumstance shall not be affected thereby.

Section 27. Effective Date. This Ordinance shall take effect thirty (30) days from and after its passage, publication and recording as required by law.

Ayes:
Nays:
Absent:

Adopted by the Delhi Charter Township Board of Trustees at a regular meeting held on the ____ day of _____, 2015.

First Reading:
First Publication:
Second Reading:
Second Publication:
Effective Date:

CJ Davis, Supervisor

Evan Hope, Township Clerk

I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance No. 70.12, duly adopted by the Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, on the ____ day of _____ 2015.

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: January 7, 2015

RE: Agreement for Fire Services between Delhi Charter Township and Alaiedon Township

Enclosed for the Township Board's review and approval is the renewal for the "Agreement for Fire Services Between Delhi Charter Township and Alaiedon Township," effective January 1, 2015 through December 31, 2015.

The standby and administrative fees have been updated to reflect the current replacement value of Delhi Township's fire apparatus, along with the 15-year depreciation value, and the percentage of total run volumes of both Delhi and Alaiedon Township.

All fire and rescue calls will remain \$600/call along with \$400/hour for each hour after the initial hour. Cancelled calls, and inspection and site plan review charges will also remain at cost plus 15%.

We continue to incorporate our common goal "to provide Alaiedon Township with the most responsive fire service available" which enables us to use both Meridian Township and Mason fire departments to become the first responders in areas 1 and 3 respectively.

The Alaiedon Township Board approved this Agreement at their meeting on January 12th; therefore, I recommend the Board approve the same.

RECOMMENDED MOTION:

To approve the Agreement for Fire Services between Delhi Charter Township and Alaiedon Township, effective January 1, 2015 through December 31, 2015.

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

THIS AGREEMENT, made and entered into as of the 1st day of January 2015, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and Alaiedon Township, whose address is 2021 W. Holt Road, Mason, Michigan 48854 (hereinafter referred to as "Alaiedon").

WITNESSETH:

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

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

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. ***Fire Protection and Rescue Service.*** Delhi will furnish to Alaiedon, upon the request of its residents or its officers, fire protection and rescue services for the protection of persons and property, within Alaiedon Township, Ingham County, Michigan. Delhi will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Delhi Charter Township officers.

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

A. ***Standby and Administrative Fee.*** A standby and administrative fee shall be paid by Alaiedon to Delhi during the term of this Agreement in the amount of Thirty One Thousand two hundred and sixty eight and 50/100 dollars (\$31,268.50) (Exhibit A). Payment shall be made in equal monthly installments of Two Thousand Six Hundred Five and 71/100 Dollars (\$2,605.71), commencing on the first day of January, 2015 and continuing on the first day of each month thereafter until this Agreement shall expire.

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

Therefore, the standby fee set forth above is calculated: $\$2,719,000 \div 15 = \$181,266.67 \times 15\% = \text{the standby fee of } \$27,190$.

2. **Administrative Fee** = $\$27,190 \times 15\% = \text{total administrative fee of } \$4,078.50$.

Total Standby and Administrative Fee: $\$27,190 + \$4,078.50 = \$31,268.50$.

B. Fire Run Charge.

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1st hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Services wherein calls are cancelled before any units leave the station will be charged at the rate of actual cost plus fifteen percent (15%).
4. **Mutual Aid Compensation:** A goal of Delhi Township is to provide Alaiedon Township with the most responsive fire service available. To that end, Delhi Township may enter into formal mutual aid agreements with Meridian Township and the City of Mason to become first responders within certain designated areas of Alaiedon Township (see Appendix B). Any costs incurred by Delhi Township for mutual aid in Alaiedon Township will be reimbursed by Alaiedon Township according to the compensation charges defined in paragraph 2 of this Agreement.

- C. **Inspection and Site Plan Review.** Services for fire inspection will be charged at the rate of actual cost plus fifteen percent (15%). Site plan review and inspections associated will be charged according to rate schedule in Exhibit B Delhi Township Plan Review and Inspection Application.

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

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

4. **Ordinance Compatibility.** Alaiedon agrees to adopt the 2012 Edition of the International Fire Code during the term of this Agreement in order that inspection and enforcement activities carried out by Delhi Charter Township within Alaiedon shall be compatible and shall authorize such activities by Delhi Charter Township personnel within Alaiedon Township. Alaiedon further agrees to adopt an Ordinance requiring installation of a "Knox" key box on all commercial properties and shall require all commercial and multi-family residential site plans submitted hereafter to be forwarded to the Delhi Charter Township for its review. It is understood, however, that such site plan review shall be limited to matters pertaining to fire safety and International Fire Code compliance.

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

6. **Employee Protection.** Delhi shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein.

7. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion,

national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract.

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

9. **Term.** This contract and the obligations hereunder shall commence at 12:01 a.m. January 1, 2015 and expire at midnight December 31, 2015. This Agreement may be renewed, extended, or modified upon the mutual consent of the parties.

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

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

THE TOWNSHIP OF ALAIEDON

By: _____

Steven Lott

Its: Supervisor

By: _____

David Leonard

Its: Clerk

And.

THE CHARTER TOWNSHIP OF DELHI

By: _____

C.J Davis

Its: Supervisor

By: _____

Evan Hope

Its: Clerk

EXHIBIT A

AGREEMENT FOR FIRE SERVICES
 BETWEEN
 DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP
 December 31, 2014

Replacement value of Delhi Township's fire apparatus fleet for 2014:

<u>Year</u>	<u>Description</u>	<u>Replacement Value</u>
1994	1250 gpm Pierce Pumper	\$480,000
1995	Ford F-150 Pickup/grass fire	\$ 45,000
1999	Freightliner / CSI Tanker	\$150,000
2000	Ford F-350 utility	\$ 40,000
2003	Pierce – 75 foot Quint	\$800,000
2004	Dodge Durango Command	\$ 32,000
2006	Ford Expedition Chief Car	\$ 40,000
2008	Pierce Rescue/Pumper	\$650,000
2008	Ford Type III Ambulance	\$120,000
2010	Ford Type III Ambulance	\$120,000
2013	Ford Type III Ambulance	\$120,000
2013	Ford Explorer Chief Car	\$ 50,000
2014	Chevy Tahoe A/C Car	\$ 50,000
2014	Bobcat ATV Rescue Unit	\$ 22,000
	13 Total Units	\$ 2,719,000

Rolling stock of \$2,719,000 divided by 15 year depreciation = \$181,266.67

Run Volume: <u>Year</u>	<u>Delhi Twp.**</u>	<u>Alaiedon Twp.</u>	<u>Total Runs</u>
2012	449	63	449
2013	533	55	533
2014	526	58	526
Total	1,508	176	1,508
Average	502	59	502

** Numbers include Alaiedon Township calls.

V= 15 % of total run volume

Exhibit B



DELHI TOWNSHIP FIRE DEPARTMENT

**COMMERCIAL PLAN
REVIEW / INSPECTION APPLICATION**

2074 Aurelius Road
Holt, Michigan 48842
Phone: 694-3327
Fax: 699-3879

Chief Brian Ball

Permit No. _____

Permit Applicant: _____ Phone: _____

Name of installer: _____ Phone: _____

Business Address: _____

Email: _____

Project Address: _____ Suite: _____

Business: _____ Phone: _____

Project Manager's Name: _____ Phone: _____

Project Description: _____

Anticipated Start Date: _____ Square Footage: _____

Building Construction Classification: _____

Your application must include the following to be complete.

- Two full sets of plans.
- Electronic set of plans in PDF format needs to be submitted, either on disc when application is turned in for review, or emailed to Noelle Tobias @ noelle.tobias@delhitownship.com.

Fees for this review are based on the following:

#	TYPE	COST	TOTAL
1	Final Inspection	\$100	\$100.00
	Suppression / Standpipe Plan Review	\$125.00	
	Fire Suppression (0 – 40 heads)	\$30.00 flat fee	
	Fire Suppression (41 + heads)	\$.75/head	
	Alarm Review (each)	\$125.00	
	Alarm/Life Safety Devices (1 -10)	\$75.00	
	Alarm/Life Safety Devices (11-20)	\$150.00	
	Alarm/Life Safety Device (21+)	\$7/device	
	Sprinkler/Alarm Inspection	\$100	
		TOTAL	

I further understand that devices or fire safety equipment not indicated on this application which may be found during final inspection will result in denial of Certificate of Occupancy until such time as all fees are paid.

Applicant Signature

Date

For Office Use Only:

Plans Reviewed by: _____ Permit No. _____

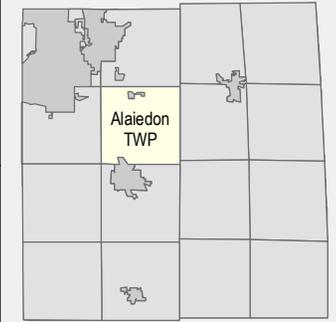
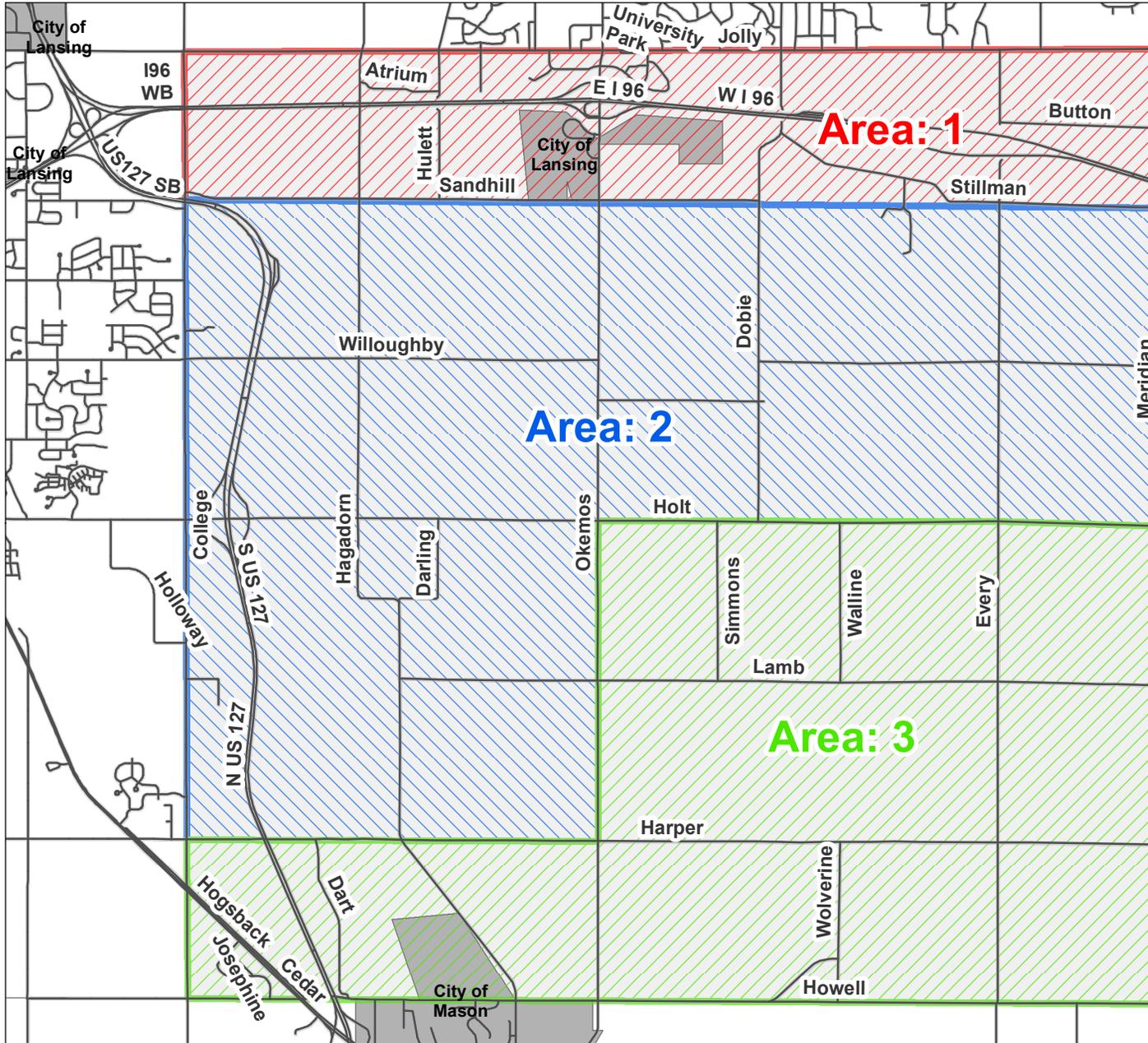
Date Plans Reviewed: _____

Date Plans Returned: _____ Project No. _____

Plans Revised: Yes Re-submittal needed

Alaiedon Township

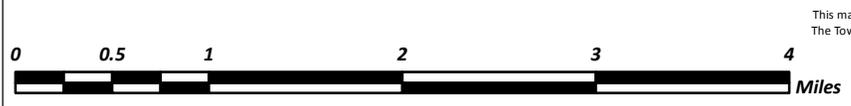
Fire Service Areas



Legend

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

1 inch = 5,208.3 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 30, 2012



Notes:



Evan Hope, CMC
Delhi Charter Township Clerk
Michigan's Township Clerk of the Year, 2007
Past President, MI Association of Municipal Clerks

TO: TOWNSHIP BOARD OF TRUSTEES,
JOHN ELSINGA, TOWNSHIP MANAGER

FROM: EVAN HOPE, CMC, TOWNSHIP CLERK

DATE: JANUARY 12, 2015

RE: **COMMUNITY OUTREACH COORDINATOR**

During the Board's Goals and Objectives meetings discussion was held regarding a new part-time position to help with community outreach. Consensus was to add this position to the 2015 Clerk's budget.

Further discussion was held regarding this position during the budget workshop and the board approved the 2015 budget that included this position.

However, it is Township policy that the Board of Trustees also formally approve any new permanent part-time or full-time positions.

The Community Outreach Coordinator position was originally budgeted at a pay grade 4. After careful consideration and many revisions of the job duties this position should be at a pay grade 6. The difference in salary between the two pay grades is about \$3,475. However, because the position won't realistically be filled until late February or March, there may be no impact at all on the 2015 budget.

The Community Outreach Coordinator's core duties will be:

- Promote township information and events through the township web site, social media, township print publications, the Township community sign and news media.
- Assist other departments and staff with community outreach projects.

RECOMMENDED MOTION:

To approve the permanent part-time position of Community Outreach Coordinator at a pay grade 6.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: January 14, 2015

RE: Resolution No. 2015-001 – Application for Industrial Facilities Tax (IFT) Exemption – Leightronix, Inc.

Enclosed for your review and consideration is Resolution No. 2015-001 which would approve the Application for Industrial Facilities Tax (IFT) Exemption for Leightronix, Inc. located at 1125 N. Cedar Street. This application is for \$29,729 for the addition and new equipment and machinery.

A public hearing will be held on January 20, 2015 at 7:45 p.m. A Notice of Hearing was mailed certified to all legislative bodies of each taxing unit that levies ad valorem property taxes within Delhi Township and gives them the opportunity for comments on the application during the public hearing.

Therefore, subsequent to the public hearing, I recommend the Board approve the IFT application for Leightronix, Inc.

Recommended Motion:

To adopt Resolution No. 2015-001 which approves the Application for Industrial Facilities Tax (IFT) Abatement Certificate for Leightronix, Inc.



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: Wednesday, January 14, 2015

RE: Leightronix, Inc. – 1125 N. Cedar Street
Industrial Facilities Exemption – Application

At the upcoming January 20th Board meeting a public hearing will be held in consideration of the application by Leightronix, Inc. for tax abatement under Public Act 198 of 1974. The company is a high-tech business specializing in video server system and related activities. More information about the company can be found on their website at leightronix.com.

Leightronix has recently acquired the building/property that is the subject of this request. They requested that an Industrial Development District be established last year, and the Board approved that in early December. In conjunction with the acquisition of the new personal property the company will create 10 new positions over the next 2 years. The company has also retained approximately 29 positions. It appears that that over the 12 year abatement period the value of the incentive could be approximately \$5,214.

A copy of the IFT application is attached for your review and consideration, along with a draft resolution approving the application. As always, if you have any questions, or need additional detail, please do not hesitate to ask me. Otherwise, I would respectfully request that you forward the attached to the Board for their consideration and approval at the next meeting.

Thank you.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2015-001

A Resolution to Approve the Application of Leightronix, Inc. for
Industrial Facilities Exemption Certificate

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 20th day of January, 2015, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, pursuant to 1974 PA 198, as amended, the Township Board created an Industrial Development District (the "Industrial Development District"), with boundaries as outlined in Exhibit A of Resolution No. 2014-036 which includes the property at 1125 N. Cedar Street, Mason, MI; and

WHEREAS, the Township Clerk received an Application (the "Application") for an Industrial Facilities Exemption Certificate from Leightronix, Inc. (the "Applicant") on December 29, 2014 with respect to personal property improvements described in the Application (the "Facility") to be acquired and installed within the Industrial Development District; and

WHEREAS, before acting on the Application, the Township Board held a hearing on January 20, 2015 at the Community Services Center, at 7:45 p.m., for which hearing the Applicant, the Township Assessor, the public and a representative of each of the affected taxing units were given written notice, and at which hearing were afforded an opportunity to be heard on the Application; and

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

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

NOW, THEREFORE, BE IT RESOLVED;

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

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

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

AYES:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

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

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 20th day of January, 2015.

IN WITNESS THEREOF, I have hereunto affixed my official signature this ____
day of January, 2015.

Evan Hope, Township Clerk

15-01

Application for Industrial Facilities Tax Exemption Certificate

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



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

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date Received by Local Unit 12/29/14
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) LEIGHTRONIX, INC.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3663	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1125 N. CEDAR STREET, MASON, MI 48854		1d. City/Township/Village (indicate which) DELHI TOWNSHIP	1e. County INGHAM
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located MASON	3b. School Code 33130
		4. Amount of years requested for exemption (1-12 Years) 12 YEARS	

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

Create a state-of-the-art world headquarters in mid-Michigan to include a high-tech research and development lab, HD video engineering center, technical support and customer training center coupled with an enhanced manufacturing facility in support of video server systems, live and video-on-demand streaming of H.264/H.265 compressed video/audio to client desktop, tablet, smartphone, and other viewer channel endpoints. (see attachment #1)

6a. Cost of land and building improvements (excluding cost of land) _____ * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures _____ * Attach itemized listing with month, day and year of beginning of installation, plus total	\$29,729 Personal Property Costs
6c. Total Project Costs _____ * Round Costs to Nearest Dollar	\$29,729 Total of Real & Personal Costs

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

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	_____	_____	<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	8/27/14	11/1/15	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

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

9. No. of existing jobs at this facility that will be retained as a result of this project. 29	10. No. of new jobs at this facility expected to create within 2 years of completion. 10
---	---

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

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

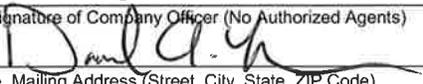
12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) December 2, 2014	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

APPLICANT CERTIFICATION - complete all boxes.

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

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

13a. Preparer Name Stacie Zaleski	13b. Telephone Number 517-694-8000	13c. Fax Number 517-694-1600	13d. E-mail Address szaleski@leightronix.com
14a. Name of Contact Person Stacie Zaleski	14b. Telephone Number 517-694-8000	14c. Fax Number 517-694-1600	14d. E-mail Address szaleski@leightronix.com
▶ 15a. Name of Company Officer (No Authorized Agents) David A. Leighton			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 517-694-1600	15d. Date 12/24/2014
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1125 N. Cedar Street, Mason, MI 48854		15f. Telephone Number 517-694-8000	15g. E-mail Address dleighton@leightronix.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

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

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

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

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

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

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

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

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

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



LEIGHTRONIX

Form 1012 Attachment #1

Section 5. continued:

Physical attributes to include redundant fiber communications build-out, redundant power systems, all-digital security/access systems, redundant HVAC systems, video transcoders and state-of-the-art monitoring systems.



Form 1012 Attachment #2

Requirements:

1. Legal description of the real property on which the facility is located:

Property within boundaries commonly known as 1125 N. Cedar Street, Mason, MI, property identification # 33-25-05-25-376-009 for which the legal description is: COM @ S 1/4 COR SEC 25, TH N88° 39' 12"W ON S SEC LN 283 FT, TH N28° 53' 03"W 512.25 FT TO POB, TH CON'T N28° 53' 03"W 700. 31 FT, TH N71° 43' 36" E 436.72 FT TO SW'LY R/W LN OF CEDAR ST, TH SE' LY ON R/W 115. 06 FT ON CURVE LT W/RAD 3869. 83 FT & CHD 115. 06 FT BRG S44° 09' 54" E, TH CON'T ON R/W S45° 01' 00" E 361. 16FT, TH S44° 59' 00"W 582.89 FT TO POB, SEC 253NR2W 6.63 AC. M/ L

2. Personal Property: Section 6b.

Description of item:	Date or expected date of installation:	Cost or expected cost:
Honda EU7000I Generator	8/27/2014	\$3,687.00
Emerson BX400 Building Controller	12/18/2014	\$4,270.58
Sony 4K Digital Signage Display	12/31/2014	\$2,700.00
Hard Drive Duplicator	1/15/2015	\$5,700.00
New Genie 1930 Scissor Lift	1/1/2015	\$13,371.76
TOTAL:		\$29,729.34

4. Lease agreement attached.

LEIGHTRONIX, INC. - ESTIMATE OF POTENTIAL IFT BENEFIT

9/23/2014

Est. New Investment:

Real Property
Personal Property \$29,729

Millage Rate Assumptions:

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

<i>Abatement Year</i>	<i>Const. Yr1</i>	<i>Const. Yr2</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Est. Real Property Value (SEV)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Personal Property Value (SEV)	\$26,756	\$25,151	\$23,642	\$22,223	\$20,890	\$19,636	\$18,458	\$17,351	\$16,310	\$15,331	\$14,411	\$13,547
Total SEV	\$26,756	\$25,151	\$23,642	\$22,223	\$20,890	\$19,636	\$18,458	\$17,351	\$16,310	\$15,331	\$14,411	\$13,547
Est. Tax with no IFT												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$1,098	\$1,032	\$970	\$912	\$857	\$806	\$757	\$712	\$669	\$629	\$591	\$556
Est. Tax with IFT												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$558	\$525	\$493	\$464	\$436	\$410	\$385	\$362	\$340	\$320	\$301	\$283
Est. Tax Incentive Provided (difference)	\$540	\$507	\$477	\$448	\$421	\$396	\$372	\$350	\$329	\$309	\$291	\$273
Total Est. Value of IFT Incentive*:											\$5,214	

*Assumptions Used in Above Calculations:

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

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: January 16, 2015

RE: Resolution No. 2015-002 – Support of Community Partners in Health Winter Warm Up Program

Enclosed for your review and approval is Resolution No. 2015-002 which supports Community Partners in Health Winter Warm Up Program and Blue Cross Blue Shield's Blues Community Challenge.

For over ten years now Community Partners in Health has sponsored a Winter Warm Up program encouraging residents of all ages to commit to improving their health through educational courses and physical activity. In conjunction with the Winter Warm Up Blue Cross Blue Shield has sponsored a Blues Community Challenge awarding grant money to participating municipalities who participate in the Winter Warm Up program encouraging community healthy lifestyles.

Delhi Township has participated in the Winter Warm Up and Blues Community Challenge for over five years and is proud to be a partner in this healthy initiative. This year there are more education programs and physical activities scheduled throughout the tri-county area than ever before giving residents a huge selection of offerings. The program will end with a fun run/walk at Hawk Island to help celebrate individual accomplishments achieved during the program.

To that end, I recommend the Board formally support Community Partners in Health and Blue Cross Blue Shield's health initiatives through the Winter Warm Up program by adopting Resolution No. 2015-002 in support of the same.

Recommended Motion:

To adopt Resolution No. 2015-002 which supports Community Partners in Health Winter Warm Up Program and the Blue Cross Blue Shield Blues Community Challenge health initiatives and encourages residents to participate in the Winter Warm Up Program to strive for a healthier community.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2015-002

A RESOLUTION TO SUPPORT THE COMMUNITY PARTNERS IN HEALTH WINTER WARM UP PROGRAM AND BLUE CROSS BLUE SHIELD'S BLUES COMMUNITY CHALLENGE HEALTH INITIATIVES.

At a regular meeting of the Delhi Charter Township Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan 48842 on Tuesday, the 20th day of January 2015, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____:

WHEREAS, Community Partners in Health (CPH) has sponsored the Winter Warm Up program for over ten years with the goal of encouraging local residents of all ages to commit to improve their health through education and physical fitness; and

WHEREAS, Blue Cross Blue Shield has once again collaborated with CPH and the Winter Warm Up in sponsoring grant money through the Blues Community Challenge to local communities who commit to supporting public health and wellness through programs and activities during the Winter Warm Up; and

WHEREAS, the Winter Warm Up begins January 24, 2015 with a Kickoff Event and "Choosing Health" Rally at the Lansing Mall including healthy lifestyle displays, fit checks and food demos and will conclude on March 22, 2015 with a fun run/walk at Hawk Island Park; and

WHEREAS, throughout the eight week program residents of Delhi Township and surrounding communities can develop healthy lifestyles through various education and physical fitness programs throughout the tri-county area for free; and

WHEREAS, Delhi Charter Township encourages its residents to participate in the Winter Warm Up programs to strive for a healthier community.

NOW THEREFORE, BE IT RESOLVED THAT the Delhi Charter Township Board supports the Community Partners in Health Winter Warm Up program and the Blue Cross Blue Shield Blues Community Challenge health

initiatives and commends them for their efforts to promote health education and physical fitness in Delhi Township and surrounding communities.

AYES:
NAYES:

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 20th day of January 2015.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of January 2015.

Evan Hope, Township Clerk