

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 16, 2015**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, June 16, 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, DiAnne Warfield

Members Absent: Trustee Megan Ketchum

BUSINESS

SET/ADJUST AGENDA

Hope moved to add Agenda Item No. D – Delhi Charter Township Freedom of Information Act Policy.

A Voice Poll was recorded as follows: All Ayes

Absent: Ketchum

MOTION CARRIED

INGHAM COUNTY SHERIFF'S OFFICE/DELIHI DIVISION MAY ACTIVITY REPORT

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

Lt. Elliott reported on the cost of radar speed signs that were discussed at the June 3, 2015 Goals & Objectives meeting.

FIRE DEPARTMENT – MAY ACTIVITY REPORT

Brian Ball, Fire Chief, reported on the highlights of the Fire Department May Activity Report (ATTACHMENT II).

COMMUNITY DEVELOPMENT DEPARTMENT – MAY ACTIVITY REPORT

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

DELHI TOWNSHIP POLICY NO. 131 – FREEDOM OF INFORMATION ACT (FOIA).

Clerk Hope stated that this policy designates the Township Clerk as the FOIA Coordinator, making it the responsibility of the FOIA Coordinator to approve the procedures and guidelines, fee structure, etc. upon the amendment to the FOIA law which becomes effective July 1, 2015. Clerk Hope stated that he will ask for approval of this item at the June 16, 2015 Board meeting.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 16, 2015**

PUBLIC COMMENT

Jim Bruinsma, 99 Monroe Ave, NW, Grand Rapids, addressed the Board stating that he presented a letter to the Board where he mistakenly referenced an agenda item as a Committee of the Whole meeting agenda item; however, the agenda item he is interested in is actually on the Board of Trustees meeting agenda. Attorney Bruinsma stated that he will wait for the Board of Trustees meeting to address the Board on this item.

ADJOURNMENT

Meeting adjourned at 6:48 p.m.

Date: July 7, 2015

Evan Hope, Township Clerk

Date: July 7, 2015

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

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: Delhi Township Board of Trustee's

FROM: Lt. Vern Elliott

DATE: June 1, 2015

RE: May 2015 Monthly Report

HIGHLIGHTED CASES AND INCIDENTS:

- 5/2 Deputies responded with Medics to Hollowbrook for a possible overdose. Medics were able to administer Narcan and revive the person. Information was passed on to Tri County Metro for follow up investigation.
- 5/7 Deputies responded to a report of child abuse on Hapsburg. Detective Bureau is investigating with CPS, and the investigation is ongoing.
- 5/8 Deputies investigated a larceny of cell phones and personal belongings from the Holt High School. Suspects entered the locker rooms during a track meet and stole the items. Detective Bureau is investigating further.
- 5/12 Deputies responded to Cedar St. with Delhi Fire for a vehicle that struck a building. The car and building caught on fire. A volunteer Deputy with the Sheriff's Office was first on the scene and was able to pull the driver to safety. The driver had suffered a medical emergency causing the crash.
- 5/12 Dep. Huhn responded to the High School for trouble with a student. During her investigation she found the student was in possession of a Taser. The Taser was confiscated and the school notified.
- 5/16 Deputies responded to the Holt High School prom for a report of intoxicated students. Three

were cited for minors in possession, and one was arrested for disorderly conduct.

- 5/17 Sgt. Harrison attempted to stop a vehicle that ran the stop light at Jolly and Aurelius. The suspect vehicle ended up crashing into a mailbox, and the driver fled on foot. The driver turned out to be a suspect in the breaking and entering of the Big Ten party store in Meridian Township. The vehicle is believed to have been stolen as well. Detective Bureau in conjunction with Meridian Township Detectives is investigating further.
- 5/21 Deputies responded to an overturned semi-truck on Cedar at the roundabout. Delhi Fire assisted with the cleanup of spilled Diesel fuel.
- 5/22 Deputies took several complaints of stolen articles from vehicles on Timberland. In one case the suspects used the garage door opener in an unlocked car to gain access to the garage and stole items out of the garage. In all cases, the cars were left outside, unlocked.
- 5/28 Deputies responded to a domestic involving a knife on Dell road. The female half threatened to cut her boyfriend's throat with a knife. Upon being arrested the female stated she was having a heart attack. She was transported to McLaren to be evaluated, and was taken to the jail after the doctor cleared her.
- 5/29 An intoxicated female was dropped off at Kroger to buy some liquor. This wasn't possible due to the time of day, so the female became irate and took a bottle of vodka and began drinking. Deputies arrived to find her still attempting to finish the bottle. She was arrested and lodged at the Jail.

STATISTICS:

During the month of May, Deputies responded to 364 calls for service (written and blotter complaints). They made 74 arrests of which 34 were self – initiated. Deputies issued 221 citations. Deputies conducted 239 business/property checks, 7 liquor inspections, and spent 92.7 hours in Community Policing. Deputies participated in 164.4 hours of training.

	Calls for Service		
	2013	2014	2015
May	437	390	364
Year to Date	1821	1098	1730
	Total Arrests		
	2013	2014	2015

May	128	233	74
Year to Date	582	793	393

Total Self – Initiated Arrests

	2013	2014	2015
May	67	71	34
Year to Date	344	328	211

Citations Issued

	2013	2014	2015
May	164	245	221
Year to Date	1157	1028	1194

The most common source of illicit prescription narcotics sold to abusers is simple theft by family members, friends or other persons with easy access to a medicine cabinet. Remember to properly dispose of unused or unwanted prescription medications in an appropriate receptacle. Proper disposal of prescription drugs also reduces contamination of the groundwater table and streams and waterways through runoff from landfills. The Ingham County Sheriff's Office urges citizens to make use of a drop box for the disposal of expired and unwanted prescriptions, there are three locations: one located at the Delhi Office substation, one located in the Ingham County Sheriff's Office lobby, and one located inside the front doors of Mason City Hall. They are all accessible during normal business hours.

With the warmer weather, the Sheriff's Office Delhi Division would like to remind everyone to lock their car doors if they are parked outside. Unlocked cars are a crime of opportunity for criminals in neighborhoods. Keep them locked, and valuables such as cell phones in your home and you can avoid potential problems.

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Joel Maatman
Major

TO: Lt. Vern Elliott
FROM: Deputy Cheryl Huhn #5430
DATE: 6/8/15
RE: May 2015 Monthly

STATISTICS:

Comm. Policing Hours:	13.6
Complaints taken:	10
Training:	32.0
Special Assignment:	57.1
Traffic stops:	0
Citations issued:	1
Arrests:	0
Contacts (school):	26
Contacts (business):	3

COMMUNITY POLICING ACTIVITY:

I attended the monthly Business Alliance meeting at Charlar Place. During the meeting scholarships were presented to 4 different students from the Holt High School. Dr. David Hornak was introduced as taking over the Superintendent position from Dr. Johnny Scott. Dr. Hornak is currently the principle at Horizon Elementary.

During the month of May I maintained the Ingham County Sheriff's Office // Delhi Division Facebook webpage.

On May 7th I attended the Memorial Service at the Ingham County Sheriff's Office in Mason. A training room at the Sheriff's Office was dedicated to Deputy Grant Whitaker. Deputy Whitaker was killed in the line on duty on December 7, 2014.

I assisted Principle Dr. Hornak from Horizon Elementary with Bike to School day on May 6th. There were approximately 60 students that participated in the Bike to School event. The number of participants was down from the previous year but the predicated weather conditions for the day of the ride were not that favorable. The students gathered in from of Dr. Hornak's resident and we rode as a group to Horizon Elementary.

I was an evaluator at Portfolio Days at the Holt High School. Each freshman student was required to complete a portfolio to receive credit in their class. Each student was evaluated by various members of the community ranging from Teachers, Business Owners, Police Officers, and Fire Fighters. Each presentation was approximately 15minutes long.

I attended a meeting for the planning of the Hero Run. The Hero Run is on September 11th, 2015.

On May 20th Deputy Kelly Bowden and I attended the Safety Patrol Picnic at Hawk Island. There were approximately 1000 students from various school districts that came to the picnic. The students were able to talk to Police Officers, Fire Fighters, and Volunteer Units from multiple Tri-County Area Agencies.

On May 20th Deputy Kelly Bowden and I participated in the Ride of Silence. The Ride of Silence is a ride to help raise awareness for bicycle safety. The Ride is in memory of bicyclist that were killed or injured in bicycle/vehicle accidents. There were approximately 300 bicyclists that came out to support the cause. The ride was escorted by Police Officers patrolling on bicycles from Ingham County Sheriff's Office, Lansing Police Department, MSU Police, East Lansing Police Department, and Lansing Community College Police Department. During the escort, the Officer's would block the intersections with their bicycles along the route from MSU campus to the Capital Building.

On May 21st I conducted lockdown drills at the Holt Junior High School. This was the third and final lockdown drill required for the Junior High for the 2014 school year.

OTHER MATTERS

During the month of May I responded to 10 calls for service. Some of these calls included vehicle accidents, malicious destruction of property, assist other agency, weapons complaint, harassment, and a drug complaint.

On May 7th I took a weapons complaint at the Holt High School. A female student brought a knife to school in her purse. Friends of the female student reported the weapon to Mr. Billingslea. The female was brought down to Mr. Billingslea's Office. Inside of the purse was a kitchen paring knife. The female stated that she must have put the knife

in her purse to protect herself from the demons. The female's guardians were contacted and they came to the school. The female was taken by her grandparents to see her Psychiatric Doctor. The female's medications were recently changed and it was making her hallucinate.

On May 8th I assisted a counselor at the Holt High School. The counselor reported that a female student came to her and disclosed that she was being abused by her mother. A report was filled with Centralized Intake. The alleged abuse was occurring on Karren Street in Lansing.

On May 11th I took a complaint at Hope Middle School. A male student was acting out of control and he damaged a computer in the classroom. The student is currently on probation out of 30th Circuit Court. I was able to make contact with the Probation Officer and arrangements were made to have the student lodged at the Ingham County Youth Center.

On May 12th I took a weapons complaint at the Holt High School. A sophomore at the High School brought an electric stun gun to school. Multiple students seen the male with the stun gun and they reported it to Mr. Billingslea. The stun gun was located in the male student's locker inside of his backpack. The male reported that he just brought the stun gun to school to show his friends. There was no intent on using the stun gun on anyone. The student was suspended from school for 10 days and a building level review was set up to see if the student would be expelled from Holt Public Schools.

On May 12th I took a drugs complaint at the Holt High School. A security guard found a male student sitting in a vehicle in the student parking lot. The student was in possession of a baggie containing suspected marijuana and he had a glass marijuana pipe. The student was suspended from school.

On May 13th I took a harassment complaint at Sycamore Elementary. A female reported that a male was videotaping her at the school when she was unloading her boyfriend's children from her vehicle. The female reported that her boyfriend is currently in a custody dispute with mother of the children. The man that was videotaping her is the boyfriend to the mother of the children. Both parties involved were questioned and advised to stay away from each other. Both parties were given information on how to file a personal protection order.

On May 19th I investigated a weapons complaint at the Wilcox Elementary. Principle Tracy Heuhs reported that student brought a pocket knife to school in his backpack. The student used the pocket knife on the bus to slash the vinyl seat in several areas. The student was suspended from school and the family made arrangements to pay to have the seat fixed.

On May 21st I took a harassment complaint at the Holt High School. A female student reported that another female student that attends Ed-Trek was harassing her over

Facebook. I contacted both parties involved and advised them to stop having contact with each other.

Respectfully submitted,

Deputy Cheryl Huhn #5430



COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



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Sheriff

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Greg S. Harless
Chief Deputy

Sam Davis
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Joel Maatman
Major

TO: Lt. Vern Elliott
FROM: Deputy Kelly Bowden #5379
DATE: Thursday, June 04, 2015
RE: May 2015 Monthly Business Officer Report

Total Complaints:	24
Traffic Stops:	8
Citations:	13
Property/ Business Checks:	46
Community Policing Hours:	20.4
School Contacts:	3

Community Policing Highlights:

I attended the Holt-Diamondale Business Alliance breakfast meeting. I networked with local business owners at each meeting and discussed various topics.

After having posted information on Facebook in reference to the Township ordinance, I have begun 100% enforcement of fire lane violations at two local shopping centers. This is in response to the numerous citizen complaints we have received about vehicles parking in the lanes and causing traffic hazards. I targeted the areas between 1400-1600 hrs on several days and have issued several citations.

I attended a ribbon cutting at Dart Bank, which is celebrating 90 years of business. There was a nice turn out of people from the community for this event.

I responded to Holt High School for a parking complaint after students elected to park their vehicles in several spots reserved for the disabled. Each student was contacted to move their vehicles to an appropriate spot and each stated they parked where they did because they didn't feel like having to walk as far to class. Citations were issued to each student.

I worked the Metro Lansing Safety Patrol Picnic with Deputy Huhn. We patrolled on bicycles and hung out with the kids. The number of kids attending was down again this year, but the ones who were there seemed to have a great time checking out all of the emergency equipment on display.

I worked the Ride of Silence, a bicycle event that starts on the campus of MSU and makes its way to the Capitol for a rally in remembrance of bike riders who have been killed while riding on Michigan roadways. Officers from five different agencies assisted with escorting the riders and performing traffic control, all while on their patrol bikes. It's a great event and this is my third year working it. The event went smoothly and the riders were grateful for our assistance.

I assisted with a lock down drill at Holt Jr. High school. The students and staff performed well and there was very little correction needed.

I checked abandoned vehicles at several businesses in the Township. In each case, the vehicles were not stolen and the property owner arranged to have them removed.

Investigative Highlights:

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

I responded to a local medical care facility for an attempted larceny. A patient was caught going through his caregiver's purse and when confronted, fled the area. Nothing appeared to have been taken and the victim did not wish to prosecute. The matter was documented, the suspect was issued a trespass letter, and the case was closed.

I responded with other deputies to a serious injury accident on Cedar Street. A male was driving north bound and suffered a medical emergency that caused him to lose consciousness. The vehicle he was driving crashed into an unoccupied structure, shearing off a gas main and power meter and causing both the vehicle and building to catch fire. Passersby rescued the male from the vehicle prior to our arrival. He was transported to the hospital for evaluation and treatment. The vehicle and building were a total loss.

I investigated two credit card theft and fraud complaints involving the same suspect. The victims both accidentally left their purses behind while shopping at a local store. The suspect, an employee, found both purses and used the victim's credit cards to make

purchases. The suspect was identified, interviewed, and confessed to their actions. Multiple felony charges are pending against them.

A local merchant reported a male suspect attempted to steal expensive rope from the business by partially concealing it in his shirt and walking out. When confronted by a manager, the male surrendered the item and fled the area in a vehicle. Investigation is continuing.

I opened an investigation into possible identity theft and embezzlement at a local business. It is alleged an employee made changes to another employee's direct deposit so that the suspect was able to retain the victim's funds for himself. The investigation is continuing.

Respectfully Submitted,
Deputy Kelly Bowden, Badge #5379



Delhi Township Fire Department Monthly Report

May, 2015

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	253	0	253
Fire / Rescue	43	3	46
Total Calls	296	3	299
Staff Hours	675.12	2	677.12

Total calls in 2015: 1,449

Total calls for 2014:3,040

Inspections

Commercial Fire Inspections – 0

Fire Personnel Company Inspections -0

Annual hose testing completed using 445 hrs.

Training

406 Personnel participated in 718.25 Hours of Training

Mutual Aid: Given – 31 Received – 14 Auto Aid- 37
Overlapping Calls - 93

Miscellaneous

- May 9 Assist Mason Fire on a building fire 2300 Blk. Kipp Rd.
- May 12 MVA/Gas Fire/Building Fire 2400 Blk. Cedar.
- May 16 Brush Fire 2000 Blk. Aurelius.
- May 21 Motor Vehicle Accident Cedar and Holbrook

DELHI CHARTER TOWNSHIP
Department of Community Development

May 2015 Activity Report

New Permits:

Category	DDA Area Permits	Total Permits	Total Inspections
Building	12	73	94
Electrical	2	19	34
Mechanical	3	34	77
Plumbing	5	30	74
Totals	22	156	279

Soil Erosion Permits & APA Projects:

Category	DDA Area Permits	Total Permits/New Projects	Total Inspections
Soil Erosion	2	14	48
Soil Erosion Waivers	1	5	0
APA Projects	0	0	3
Totals	3	19	51

New Code Enforcement Cases:

Category	DDA Area Cases	Total Cases
Building Maintenance	9	19
Fence Violation	0	1
Junk & Debris	3	8
Junk Vehicles	2	8
Miscellaneous	2	13
Noxious Weeds	19	44
Sidewalk Snow	0	0
Sign	2	9
Site Plan	0	0
Yard Parking	0	2
Improper Zoning Use	2	3
Totals	39	107
Total # of Inspections	158	

Rental Program Information:

Number of New Registered Rental Properties	0
Number of Rental Re-inspections	141
Number of Rental Investigations	0
Number of Rental Cycle Inspections	6

Civil Infraction/Abatement Information:

Abatement/Clean-ups	7
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	\$2,423.01
Civil Infractions Issued	2
<i>Civil Infraction Fines Issued (Year to date)</i>	\$800.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
COMMERCIAL ADDITION						
PB15-159	2061 CEDAR STREET	C & S CONSTRUCTION	<i>ADDITION OF 36' X 40' FOR ADDITIONAL AUTO REPAIR STATIONS</i>	\$81,662	\$631.40	Y
COMMERCIAL ADDITION				\$81,662	\$631.40	Total: 1
COMMERCIAL ALTERATION						
PB15-122	2380 CEDAR ST	LANCEFIELD, LLC	<i>EXPANSION OF EXISTING MEDICAL OFFICES AND EXAM ROOMS- 2,900 SQ FT</i>	\$156,700	\$1,208.90	Y
PB15-126	3930 CAMPERDOWN DRIVE	POWELL, GREG	<i>ADDING 192 SQ FT PORCH WITH ROOF</i>	\$13,000	\$100.00	
COMMERCIAL ALTERATION				\$169,700	\$1,308.90	Total: 2
DECK						
PB15-160	4690 LAMBETH WAY	BERNIE'S EXTERIORS	<i>REPLACING EXISTING DECK AND ADDING A FOOT TO THE SIZE OF THE FRONT PORCH</i>	\$5,552	\$100.00	
PB15-170	3053 PINE TREE ROAD	KURT HINDS BUILDING & RENOVATION LL	<i>228 SQ. FT. DECK</i>	\$2,508	\$100.00	
PB15-172	1208 WILDFLOWER DRIVE	JOHNSON, ROGER & MARY	<i>12' x 8' DECK</i>	\$1,056	\$100.00	
PB15-174	4011 WATTS LANE	MAYBERRY HOMES, INC.	<i>168 SQ. FT. DECK</i>	\$1,848	\$100.00	
DECK				\$10,964	\$400.00	Total: 4
FENCE						
PB15-128	1573 GROOMBRIDGE DRIVE	ABBOT HAYES CONSTRUCTION LLC	<i>INSTALLING 4' ALUMINUM AND 5' PVC FENCING IN REAR YARD SURROUNDING POOL</i>	\$0	\$60.00	
PB15-143	3914 CALYPSO LANE	BUCKLEY, DONALD E & PATRICIA K	<i>INSTALLING 6' PRIVACY FENCE IN NORTH WEST CORNER OF LOT</i>	\$0	\$60.00	Y
PB15-144	4539 SPAHR AVENUE	KEIM, ANTHONY P	<i>INSTALLING 6' FENCE IN REAR YARD</i>	\$0	\$60.00	
PB15-145	1925 HEATHERTON DRIVE	RANCH LIFE PLASTICS	<i>INSTALLING 6' VINYL FENCE IN REAR YARD</i>	\$0	\$60.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB15-146	3864 CALYPSO LANE	PAZITKA, ERNEST J & TRACY L	<i>INSTALLING A 4' CHAIN LINK FENCE AND 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$60.00	Y
PB15-147	5875 CARTAGO DRIVE	DAVIS, KATHLEEN A & MICHAEL R SR	<i>INSTALLING 4' SOLID ADN 6' PRIVACY FENCE IN REAR YARD</i>	\$0	\$60.00	
PB15-148	4419 DECAMP STREET	BRASSEUR, ELIZABETH A	<i>INSTALLING 6' PRIVACY FENCE ON WEST AND EAST SIDES OF REAR YARD AND 4' SOLID FENCE ON NORTH SIDE</i>	\$0	\$60.00	Y
PB15-151	1959 MAPLE STREET	KINNEY, AMANDA & DANIEL	<i>INSTALLING 5' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$60.00	
PB15-153	2180 BERTHA STREET	DULING, MARJORIE I	<i>INSTALLING 4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$60.00	Y
PB15-171	1960 CHESTNUT STREET	PRO-SOIL SITE SERVICES	<i>INSTALLING 133 FEET OF 48 INCH CHAIN LINK FENCE</i>	\$0	\$60.00	
PB15-173	5688 OLD SCHOOL LANE	PRO-SOIL SITE SERVICES	<i>INSTALLING 5' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$60.00	
PB15-175	5794 MACMILLAN WAY	RATHBUN, VALERIE D	<i>INSTALLING 4' CHAIN LINK FENCE IN REAR YARD</i>	\$0	\$60.00	
FENCE				\$0	\$720.00	Total: 12
MOBILE HOME IN PARK						
PB15-132	4075 HOLT ROAD # 031	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB15-133	4075 HOLT ROAD # 280	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB15-134	4075 HOLT ROAD # 219	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB15-135	4075 HOLT ROAD # 201	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB15-136	4075 HOLT ROAD # 190	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB15-137	4075 HOLT ROAD # 166		<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
HOMES, INC.							
PB15-138	4075 HOLT ROAD # 109	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00		
PB15-139	4075 HOLT ROAD # 095	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00		
PB15-140	4075 HOLT ROAD # 035	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00		
PB15-141	4075 HOLT ROAD # 034	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00		
MOBILE HOME IN PARK				\$0	\$1,800.00		Total: 10
POOL							
PB15-127	1573 GROOMBRIDGE DRIVE	ABBOT HAYES CONSTRUCTION LLC	INSTALLATION OF AN INGROUND POOL	\$0	\$60.00		
PB15-150	1733 GUNN ROAD	ROCHELEAU, DAVID I	INSTALLATION OF AN ABOVE GROUND POOL	\$0	\$60.00		
PB15-161	4521 WILCOX ROAD	THOMPSON, KEITH	INSTALLATION OF AN ABOVE GROUND POOL	\$0	\$60.00		
PB15-167	2460 RENFREW WAY	COOK, JACOB E & MARJANA M	INSTALLATION OF AN ABOVE GROUND POOL	\$0	\$60.00		
POOL				\$0	\$240.00		Total: 4
RESIDENTIAL ADDITION							
PB15-125	2060 WYNDHAM HILLS DRIVE	JDS CONSTRUCTION AND REMODELING	SUNROOM CONSTRUCTED ON EXISTING JOISTS AND POSTS	\$9,968	\$70.00	N	
RESIDENTIAL ADDITION				\$9,968	\$70.00		Total: 1
RESIDENTIAL ALTERATION							
PB15-124	3649 QUADRILLE LANE	MJ WHITE & SON, INC.	REPAIRS DUE TO PIPE BURST IN KITCHEN	\$28,316	\$203.00		
PB15-152	4412 WILLOUGHBY ROAD	FLOYD, RICHARD A	KITCHEN REMODEL	\$8,000	\$60.00	Y	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB15-162	1972 AUBURN AVENUE	WEST MICHIGAN GLASS BLOCK INC	<i>INSTALLING EGRESS WINDOW IN BASEMENT</i>	\$3,000	\$60.00	
RESIDENTIAL ALTERATION				\$39,316	\$323.00	Total: 3
RESIDENTIAL DWELLING/GARAGE						
PB15-123	3563 FERNWOOD LANE	MAYBERRY HOMES, INC.	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$249,266	\$1,750.00	
PB15-130	5928 BOXWOOD AVENUE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$186,076	\$1,309.00	
PB15-131	5922 BOXWOOD AVENUE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$222,407	\$1,561.00	
PB15-154	3808 KELLER ROAD	MAYBERRY HOMES, INC.	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$230,338	\$1,617.00	
PB15-155	3772 KELLER ROAD	MAYBERRY HOMES, INC.	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$193,164	\$1,358.00	
PB15-165	2289 KELLER ROAD	MAYBERRY HOMES, INC.	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$207,222	\$1,456.00	
PB15-166	5940 BOXWOOD AVENUE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$219,629	\$1,540.00	
PB15-176	5649 BITTERN DRIVE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$229,013	\$1,610.00	
PB15-177	5905 HEMLOCK DRIVE	ALLEN EDWIN HOMES	<i>CONSTRUCTING SINGLE FAMILY HOME</i>	\$256,681	\$1,799.00	
RESIDENTIAL DWELLING/GARAGE				\$1,993,796	\$14,000.00	Total: 9
RESIDENTIAL MISCELLANEOUS						
PB15-111	2703 GROVENBURG ROAD	PALMER CONSTRUCTION SERVICES LLC	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-112	4075 HOLT ROAD # 031	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-113	4075 HOLT ROAD # 034	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-114	4075 HOLT ROAD # 035	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMMODATE A LARGER HOME</i>	\$0	\$60.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB15-115	4075 HOLT ROAD # 095	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-116	4075 HOLT ROAD # 109	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-117	4075 HOLT ROAD # 219	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-118	4075 HOLT ROAD # 285	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-119	4075 HOLT ROAD # 280	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-120	4075 HOLT ROAD # 190	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-121	4075 HOLT ROAD # 166	GRAND BLANC CONCRETE CONSTRUCTION	<i>EXTENDING EXISTING SLABS TO ACCOMODATE A LARGER HOME</i>	\$0	\$60.00	
PB15-129	4330 KELLER ROAD	JIMMERSON ROOFING	<i>TEAR OFF AND RE-ROOF BUILDING #8</i>	\$8,000	\$60.00	Y
PB15-142	5529 WILLOUGHBY ROAD	THOMPSON, KEVIN EARL	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-149	5058 HADDON HALL DRIVE	HOME PRO ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-156	2480 TIFFANY LANE	AMERICA REMODELING BUILDING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-157	4402 STONEHURST AVENUE	PLATTE, MARJORY	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-163	3945 ACORN CIRCLE	SUPERIOR SERVICES RSH INC	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-168	6020 BISHOP ROAD	JAROCHE, DANIEL T & IVY	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB15-169	2544 KATE STREET	JORDAN ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	Y
PB15-178	3980 APPLGROVE LANE		<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
DEBORAH S						
PB15-179	2583 AYRSHIRE DRIVE	HOME PRO ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$60.00	
PB15-180	1618 BERKLEY DRIVE	SHERRIFF-GOSLIN CO	TEAR OFF AND RE-ROOF	\$8,000	\$60.00	
RESIDENTIAL MISCELLANEOUS				\$96,000	\$1,320.00	Total: 22
RESIDENTIAL STORAGE/GARAGE						
PB15-158	4085 BONNY VIEW DRIVE	TMN BUILDERS, INC	CONSTRUCTING DETACHED STRUCTURE - WORK SHOP / EXERCISE ROOM	\$46,000	\$322.00	
PB15-164	2221 WEST BOULEVARD	SCHULTZ, HERBERT T	REPLACING EXISTING GARAGE WITH 40 x 52 POLE BARN	\$37,440	\$150.00	
RESIDENTIAL STORAGE/GARAGE				\$83,440	\$472.00	Total: 2
SIGN						
PS15-015	1776 CEDAR STREET	HIGGINS ELECTRIC SIGN CO	REPLACING FACES OF EXISTING POLE SIGN	\$0	\$0.00	Y
PS15-016	2289 CEDAR STREET	SIGN-A-RAMA	INSTALLING 30 SQ FT WALL SIGN	\$0	\$90.00	Y
SIGN				\$0	\$90.00	Total: 2
SIGN - GRAND OPENINGS						
PS15-017	2102 AURELIUS ROAD	AKK LIQUOR INC	20 SQ FT WALL MOUNTED GRAND OPENING BANNER SIGN	\$0	\$0.00	Y
SIGN - GRAND OPENINGS				\$0	\$0.00	Total: 1

Totals:	\$2,484,846	\$21,375.30	73
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Permit.DateIssued Between 5/1/2015 12:00:00 AM AND
5/31/2015 11:59:59 PM
AND
Permit.PermitType = Building OR
Permit.PermitType = Sign

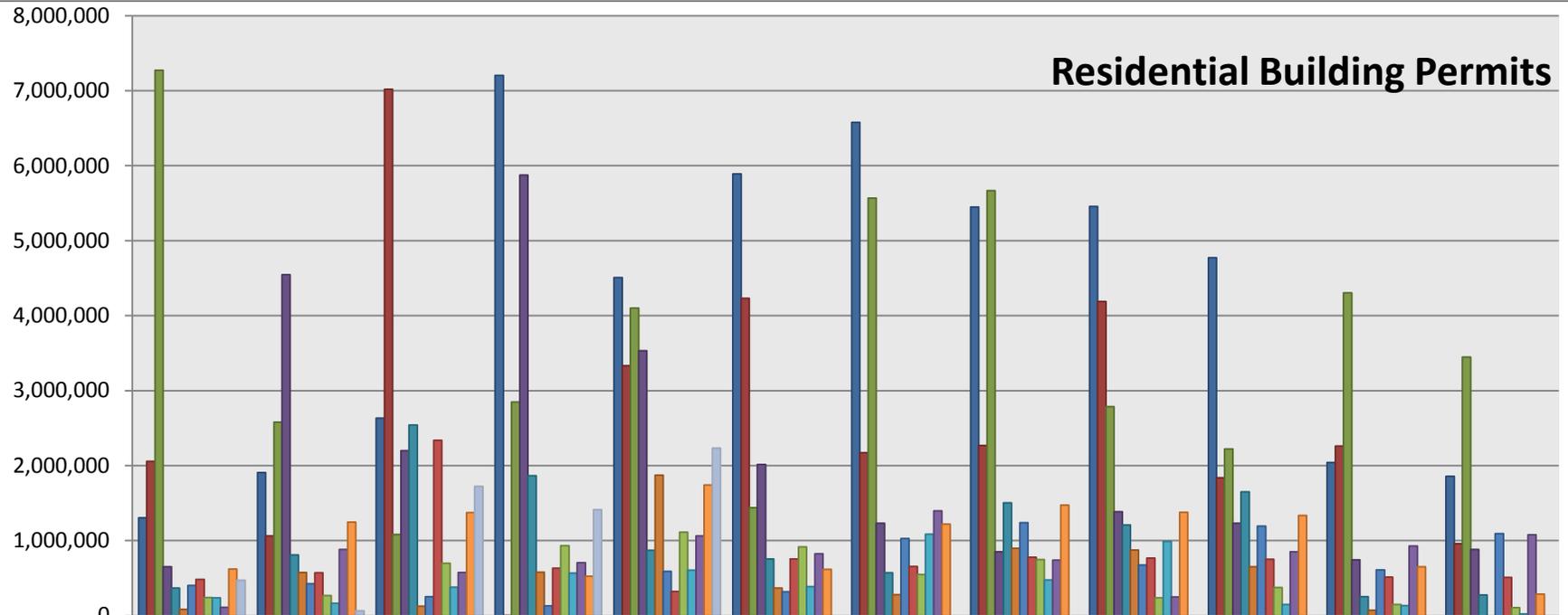
SUMMARY OF CONSTRUCTION VALUES

Year	2009		2010		2011		2012		2013		2014	
Type	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value
Commercial Addition, Alteration & Commercial Misc	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	29	\$1,475,494.00
Commercial New Structures	5	\$ 4,360,107.00	3	\$ 1,712,188.00	5	\$3,951,772.00	4	\$906,716.00	1	\$396,560.00	3	\$164,680.00
Commercial Sub-Totals	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	32	\$1,640,174.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	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	295	\$ 1,270,494.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	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	59	\$ 10,028,527.00
Residential Addition, Residential Alteration	43	\$ 1,085,548.00	51	\$ 1,105,827.00	46	\$ 1,021,182.00	48	\$ 1,055,333.00	46	\$ 774,740.00	47	\$ 984,157.00
Residential Multiple Family & Apartment Units	0	\$ -	2	\$ 1,237,795.00	3	\$ 3,694,734.00	0	\$ -	3	\$ 4,098,671.00	5	\$ 6,512,129.00
Residential Sub-Totals	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	406	\$ 18,795,307.00

2015 Year to date Construction Values:

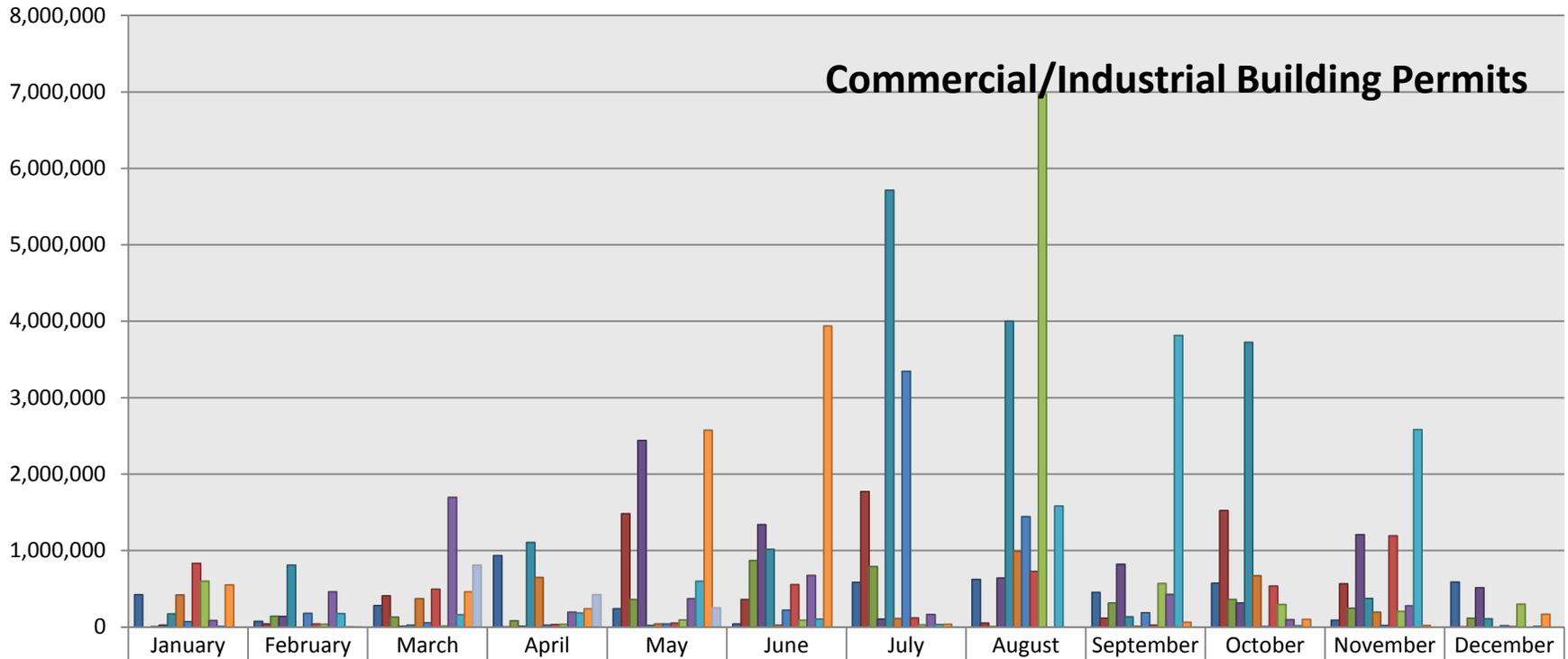
Commercial / Industrial:	\$ 1,487,997.00
Residential:	\$ 5,369,842.00
Total Single Family Homes:	19

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
■ 2015	472,729	64,520	1,722,61	1,413,740	2,233,484							

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
2015	0	2,500	809,360	424,793	251,362							

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 16, 2015**

Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, June 16, 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, DiAnne Warfield

Members Absent: Trustee Megan Ketchum

COMMENTS FROM THE PUBLIC - None

SET/ADJUST AGENDA

Hope moved to add Agenda Item No. 5 – (Freedom of Information Act) Policy No. 131.

A Voice Poll was recorded as follows: All Ayes

Absent: Ketchum

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Committee of the Whole Meeting of June 2, 2015
- B. Approval of Minutes – Regular Meeting of June 2, 2015
- C. Approval of Claims – June 9, 2015 (ATTACHMENT I)
- D. Approval of Payroll – June 4, 2015 (ATTACHMENT II)

Harmon moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

MOTION CARRIED

NEW BUSINESS

PROPOSAL FOR BIDDING AND CONSTRUCTION PHASE ENGINEERING SERVICES – EIFERT ROAD FORCE MAIN REPLACEMENT

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 16, 2015**

The Board reviewed a memorandum dated June 9, 2015 from Twp. Mgr. Elsinga (ATTACHMENT III).

Hayhoe moved to approve the Proposal for Bidding and Construction Engineering Services from Hubbell, Roth & Clark, Inc. in the amount of \$92,400 for the Eifert Road Force Main Replacement Project.

James Burton, Hubbell, Roth and Clark, Inc., stated that this is a not to exceed cost; however, unforeseeable issues could arise so the cost could be subject to change. Mr. Burton stated that the Board will be kept informed if and when any issue arises.

Trustee Harmon asked how this project is being paid for. Twp. Mgr. Elsinga stated that Fund Balance will be paying for this project, which will be budgeted over two years.

Trustee Harmon asked what the estimated life expectancy of this project is. Mr. Burton stated that a plastic pipe material was chosen for this project which is intended to last many years.

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

MOTION CARRIED

CARTAGO DRIVE SANITARY SEWER IMPROVEMENTS

The Board reviewed memorandums dated June 10, 2015 from Twp. Mgr. Elsinga and May 27, 2015 from Sandra Diorka, Director of Public Services (ATTACHMENT IV).

Sweet moved to authorize the implementation of “Option 1” of Hubbell, Roth and Clark’s (HRC) letter dated April 27, 2015 with an estimated cost of \$108,050 and accept the proposal from HRC in the amount of \$33,900 for the design, bidding, inspection and construction administration services for said Option 1.

James Burton, Hubbell, Roth, Clark, Inc., stated that his company issued a report dated April 27, 2015 with five proposed options in regard to sanitary sewer issues on Cartago Drive. This item was presented to the Board at their May 6, 2015 Committee of the Whole meeting at which time it was decided to move forward with Option 1 for the repair of this issue.

Mr. Burton stated that one of the issues with this system, the failure of values, is taking place on private property; Option 1 would install new values, with backflow preventers at the property line in easily assessable pits. This will help with the separation from the public to private property, putting this system on par with the Township’s gravity sewer systems. It will provide an opportunity to check, verify and repair the two types of values that will be housed in the pits.

Trustee Harmon asked the life expectancy of Option 1. Mr. Burton stated that these values are not overly expensive and will wear out; however, the option allows for easy access to replace the values.

Trustee Hayhoe voiced his concern with the possibility of the Township setting precedence to repair similar sewer systems in the Township. Ms. Diorka stated that there is another system that is similar to the one on Cartago Drive that serves three homes on Holt Road. A single manhole

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 16, 2015**

with the exact valve arrangement as suggested in Option 1 was used for this system. Ms. Diorka stated that there are a few other homes in the Township that are on their own force main to gravity sewer.

Mr. Burton stated that pressure sewer systems serve a purpose in the hard to reach by gravity system areas. When installing a new pressure sewer system, the check valve/gate valve system would be installed, at the developers' expense, as proposed in Option 1.

Mr. Burton stressed that any needed repairs occurring on private property will be the responsibility of the property owner.

Clerk Hope stated that he received and forwarded an e-mail from Attorney Jim Bruinsma to the Board members. Attorney Bruinsma also submitted a Comment Card requesting to speak to the Board on this topic.

Attorney Jim Bruinsma, 99 Monroe Ave., NW, Grand Rapids, representing some of the residents of Cartago Drive, spoke in favor of improvements to the Cartago Drive Sanitary Sewer; however, the residents would like the Board to make an investment in this system for the long term. Attorney Bruinsma stated the he did not believe that the residents should be responsible for the system; they did not approve or engineer this system and were unaware of the system when purchasing their homes. Attorney Bruinsma questioned if Option 1 was the right solution for the long term and asked the Board to look at Options 4 and 5.

Debra Salters, 5677 Cartago Drive, gave an overview of the expenses and inconvenience that she undergoes when her pumps and check valves fail. Ms. Salter stated that she appreciates the Township's acknowledgement of the problem; however, feels that Option 1 will not fix the problem.

Robin Wade-Lot, 5765 Cartago Drive, confirmed Ms. Salters' comments. Ms. Wade-Lot stated that she appreciates that Option 1 is being considered but feels that Option 5 would solve the problem.

Twp. Mgr. Elsinga suggested to the Board that they postpone this item allowing staff to meet with the property owners to provide them with the options available and ways to pay for them.

Clerk Hope stated that he supports Twp. Mgr. Elsinga's suggestion. He understands that the property owners are anxious to get a solution to this issue but feels that it's important to have a meeting with the property owners to discuss options and costs.

Twp. Mgr. Elsinga stated that bond council and an engineer will be involved to discuss options. The options will more than likely fall into a special assessment district where the home owners will have to agree to the proposed improvement. Twp. Mgr. Elsinga stated that a special assessment district is a five step process; estimating that the process could be completed by the end of the summer.

Harmon moved to postpone the vote indefinitely until legal counsel is consulted.

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 16, 2015**

HOLT COMMUNITY ARTS COUNCIL – REQUEST TO SERVE ALCOHOL IN VETERANS MEMORIAL GARDENS

The Board reviewed a memorandum dated June 9, 2015 from Evan Hope, Township Clerk (ATTACHMENT V).

Hayhoe moved to approve the request of the Holt Community Arts Council to sell wine in Veterans Memorial Gardens on July 16, 2015 in conjunction with the Music in the Garden concert and to sell beer in the Veterans Memorial Gardens on August 8, 2015 in conjunction with the Beer Works Craft Beer Tasting Event as part of the Maker Expo.

Sara Reedy with the Holt Community Arts Council presented two fund-raising events for the Arts Council. The selling of wine in conjunction with the July 16, 2015 Music in the Garden concert would be a joint fund-raiser with the Holt-Dimondale School Business Alliance and the Arts Council.

The Arts Council would also like to host a Beer Works Craft Beer Tasting Event fund-raiser as part of the Maker Expo.

Clerk Hope stated that he has an interest in these events, as he is involved in the Arts Council and has co-chaired the Music in the Gardens since its inception; however, there is no financial gain for Clerk Hope in this request so he won't be abstaining on this vote.

Clerk Hope further stated that the Parks Commission approved these events at their June 10, 2015 meeting.

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

MOTION CARRIED

LATE AGENDA ITEM

POLICY NO. 131 - FREEDOM OF INFORMATION ACT POLICY

The Board reviewed proposed Township Policy No. 131 – Freedom of Information Act (ATTACHMENT VI).

Warfield moved to approve Delhi Township Policy No. 131 – Freedom of Information Act (FOIA).

A Roll Call Vote was recorded as follows:

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

Absent: Ketchum

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 16, 2015**

REPORTS

SUPERVISOR

Supervisor Davis reported on the upcoming Maker Expo and Holt Hometown Festival.

TREASURER

Treasurer Sweet stated that his office is getting ready to mail the summer property tax bills.

TRUSTEES

Trustee Hayhoe

Trustee Hayhoe stated that the Holt Friends of the Trails meeting will be held on June 17, 2015.

LIMITED PUBLIC COMMENTS – None

ADJOURNMENT

Meeting adjourned at 8:21 p.m.

Date: July 7, 2015

Evan Hope, Township Clerk

Date: July 7, 2015

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

June 9, 2015

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated June 9, 2015 numbered 89414 thru 89506 & ACH 3582 thru 3611. Every invoice has a payment authorizing signature(s).

Dated: June 9, 2015

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated June 9, 2015 show payments made from the following funds:

General Fund	\$	94,976.28
Fire Fund		17,851.96
Police Fund		1,805.00
Fire Equip. & Apparatus Fund		2,433.19
Downtown Development Fund		10,245.52
Sycamore Trail Construction		185.00
Sewer Fund		432,574.82
Local Site Remediation Fund		164.00
Trust & Agency Fund		2,714.99
Falk Cemetery Fund		60.95
Grand Total	\$	<u>563,011.71</u>

Includes the following to be reimbursed from separate bank accounts:

Employee Flexible Spending Acct.	\$	508.63
Farmer's Market Account	\$	3,640.00

Dated: June 9, 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. (\$10,870.02 Hubbell Roth & Clark for Eifert Rd. FM & Easement Assistance, 5/6/15, \$19,479.12 Hubbell Roth & Clark for SAW Grant Asset Management, 11/5/14, \$337,743.45 Jack Doheny Companies for New IBAK Camera System less the cost of the WINCAN Software, 12/16/14)

Dated: June 9, 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 June 16, 2015 a motion was made by _____ and passed by ___yes votes and ___no votes (___absent) that the list of claims dated June 9, 2015, was reviewed, audited and approved

Evan Hope, Township Clerk

55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	25.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	45.00
55TH DISTRICT COURT	SMALL CLAIMS COURT FILING FEES	45.00
BANK OF AMERICA	MMTI LODGING/TEBEAU	229.50
BANK OF AMERICA	TRAIN TICKET/TEBEAU	78.00
	Total For Dept 253.00 TREASURERS	930.90

Dept 257.00 ASSESSING		
BANK OF AMERICA	UNIFORM SHIRTS & SHIPPING	421.95
BANK OF AMERICA	UNIFORM SHIRT	30.00
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	5,326.10
VERTALKA & VERTALKA, INC.	APPRAISAL SERVICES FOR RETAIL STRIP C	650.00
	Total For Dept 257.00 ASSESSING	6,428.05

Dept 262.00 ELECTIONS		
BANK OF AMERICA	6 CLOTHSLINES	35.94
BANK OF AMERICA	2 PCS 10 FT FOR FLAG POLES/PCTS.	16.93
BANK OF AMERICA	SUBWAYS & TAX/AV COUNTING BOARD	72.08
BANK OF AMERICA	PIZZA & TAX/AV COUNTING BOARD	57.76
	Total For Dept 262.00 ELECTIONS	182.71

Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 5/16-31/2015	120.67
ACE HARDWARE	(2) ANVIL SHEAR 8" SHEARS/MOW CREW	19.98
SIEMENS INDUSTRY, INC.	HEAT PUMP #4 LABOR/CSC	708.00
SIEMENS INDUSTRY, INC.	BOILER & HEAT PUMP #2/CSC	1,181.60
SIEMENS INDUSTRY, INC.	ADJUSTED AIRFLOW ON HEAT PUMP	1,062.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	812.50
METRONET LONG DISTANCE	LONG DISTANCE MAY	30.21
TDS METROCOM	LOCAL SERVICE MAY	1,097.18
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	5,968.48
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS	102.36
CONSUMERS ENERGY	GAS-2074 AURELIUS	780.31
ACE HARDWARE	3 DRAIN CLEANERS/CSC	26.97
ACE HARDWARE	3 DOOR STOPS/5 DOOR KICKDOWNS	67.92
	Total For Dept 265.00 BUILDING & GROUNDS	11,978.18

Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE 5/16-31/2015	48.95
BARNHART & SON, INC.	8 GRAVE OPENINGS & CLOSINGS	3,256.56
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	60.41
	Total For Dept 276.00 CEMETERY	3,365.92

Dept 281.00 STORMWATER		
LANSING ICE & FUEL CO	GASOLINE 5/15-31/2015	30.74
IDEXX DISTRIBUTION, INC.	WP200I COLILERT 200/PK	731.01
IDEXX DISTRIBUTION, INC.	SHIPPING	15.38

IDEXX DISTRIBUTION, INC.	COLILERT & SHIPPING	1,120.04
IDEXX DISTRIBUTION, INC.	CREDIT	(1,120.04)
LOWE'S CREDIT SERVICES	GARDEN CART/RIVER SAMPLING	113.05
BANK OF AMERICA	WADERS/STORMWATER SAMPLING	159.98
STATE OF MICHIGAN	STORMWATER LIC RENEWAL/DIORKA	95.00
	Total For Dept 281.00 STORMWATER	1,145.16

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS 5/1-6/1/2015	8,053.88
CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	20,331.34
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	72.29
CONSUMERS ENERGY	LIGHTING 2228 AURELIUS	117.17
CONSUMERS ENERGY	LIGHTING 3970 HOLT	110.07
CONSUMERS ENERGY	LIGHTING 4115 HOLT	218.34
CONSUMERS ENERGY	LIGHTING 2116 CEDAR	281.17
HUBBELL, ROTH & CLARK, INC	HOLT ROAD TRAIL	4,694.37
HUBBELL, ROTH & CLARK, INC	HOLT RD TRAIL TREE ADMINISTRATION	2,183.13
HUBBELL, ROTH & CLARK, INC	HOLT RD TRAIL INGHAM CO RD DEPART	2,536.71
	Total For Dept 446.00 INFRASTRUCTURE	38,598.47

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
BANK OF AMERICA	WORK PANTS/LARNER & SIMONS	343.00
BANK OF AMERICA	CREDIT WORK PANTS/LARNER	(140.05)
BANK OF AMERICA	WORK PANTS/LARNER	162.00
RED WING SHOES	SAFETY SHOES/SIMONS	169.99
BANK OF AMERICA	5 CODE BOOKS & SHIPPING	160.25
DBI BUSINESS INTERIORS	CALENDAR	2.53
LANSING ICE & FUEL CO	GASOLINE 5/16-31/2015	92.95
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	139.50
HUBBELL, ROTH & CLARK, INC	4495 HOLT RD GAS STATION STUDY	93.84
METRONET LONG DISTANCE	LONG DISTANCE MAY	8.02
VERIZON WIRELESS	CELLULAR MAY	8.03
TDS METROCOM	LOCAL SERVICE MAY	55.80
BANK OF AMERICA	CAR WASH/#57	8.00
BANK OF AMERICA	THERAPEUTIC SEAT CUSHION/SIMON	16.99
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	17.60
SCHAFFER'S INC.	MOWING 1881 HEATHERTON	69.00
SCHAFFER'S INC.	MOWING 4227 WATSON	34.50
SCHAFFER'S INC.	MOWING 1911 HALL	34.50
SCHAFFER'S INC.	MOWING 4590 DON	34.50
SCHAFFER'S INC.	MOWING 2532 BERYL	34.50
SCHAFFER'S INC.	MOWING 1596 BERKLEY	51.75
SCHAFFER'S INC.	TRASH & BRUSH REMOVAL 2069 CEDAR	1,054.50
SCHAFFER'S INC.	MOWING 4212 HOLT	43.13
SCHAFFER'S INC.	MOWING 1883 AURELIUS	43.13
SCHAFFER'S INC.	MOWING 4521 GROVE	51.75
SCHAFFER'S INC.	MOWING 4254 WATSON	69.00
SCHAFFER'S INC.	MOWING 4240 WATSON	51.75
SCHAFFER'S INC.	MOWING 5691 AMBLER	43.13
SCHAFFER'S INC.	MOWING 3808 CALYPSO	34.50
SCHAFFER'S INC.	MOWING 3816 CALYPSO	34.50

SCHAFFER'S INC.	MOWING 3822 CALYPSO	51.75
SCHAFFER'S INC.	MOWING 3769 CALYPSO	43.13
SCHAFFER'S INC.	MOWING 3838 CALYPSO	51.75
SCHAFFER'S INC.	MOWING 2129 DEAN	43.13
BANK OF AMERICA	MEDA WORKSHOP/MILLER	95.00
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		3,107.35

Dept 752.00 PARKS ADMINISTRATION

METRONET LONG DISTANCE CALL	LONG DISTANCE MAY	0.80
VERIZON WIRELESS	CELLULAR MAY	0.80
TDS METROCOM	LOCAL SERVICE MAY	99.44
TDS METROCOM	TELEPHONES/SENIOR CENTER	294.90
BLOHM CREATIVE PARTNERS	HOLT SENIOR CENTER VIDEO	375.00
Total For Dept 752.00 PARKS ADMINISTRATION		770.94

Dept 771.00 PARKS

LANSING ICE & FUEL CO	GASOLINE 5/16-31/2015	1,029.22
ACE HARDWARE	THREAD SEAL TAPE/2 HEXKEYS	21.97
BANK OF AMERICA	FOUNTAIN SUPPLIES	539.96
ACE HARDWARE	(2) 9V BATTERIES	15.98
ACE HARDWARE	2 SILICONE GREASE	8.98
ACE HARDWARE	HOSE BARB/2 MISC. MDSE.	5.97
ACE HARDWARE	2 GORILLA TAPE	11.98
ACE HARDWARE	2 CABLE TIES	8.98
AMERICAN RENTAL	PORTABLE TOILETS	350.00
AMERICAN RENTAL	PORTABLE TOILETS	140.00
MODEL COVERALL SERVICE	UNIFORM PANTS	51.49
MODEL COVERALL SERVICE	UNIFORM PANTS	51.49
MODEL COVERALL SERVICE	UNIFORM PANTS	51.49
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	91.82
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	114.50
CONSUMERS ENERGY	ELECTRIC 4080 KELLER	175.55
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	52.06
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	79.04
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	27.42
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	752.49
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	979.63
CONSUMERS ENERGY	GAS 2108 CEDAR	39.13
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	39.86
BANK OF AMERICA	3 WAX FREE CLST SEAL/GASKET	5.67
ACE HARDWARE	(2) 80 OZ. RING WAX	4.98
ACE HARDWARE	SEAL THREAD TAPE/80 OZ. RING WAX	4.48
MARK'S LOCK SHOP, INC	KEY FOR PAPER DISPENSER	37.00
MENARDS LANSING SOUTH	BOLTS/NUTS/WASHERS/LUMBER	61.62
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
SAFETY SYSTEMS, INC	LABOR/TRIP CHARGE/REPLACE DOOR	112.50
ACE HARDWARE	NOZZLE/16" CHANNEL PLIER	38.98
CHRISTIANS GREENHOUSE	FLOWERS	510.72
CHRISTIANS GREENHOUSE	FLOWERS	26.07
CHRISTIANS GREENHOUSE	FLOWERS	305.92
CHRISTIANS GREENHOUSE	FLOWERS	32.86

CHRISTIANS GREENHOUSE	FLOWERS	197.97
CHRISTIANS GREENHOUSE	FLOWERS	401.49
LOWE'S CREDIT SERVICES	FLOWERS	314.31
MENARDS LANSING SOUTH	30 FROST BLANKETS/2 PK SHARPIE	392.58
MENARDS LANSING SOUTH	2 GARDEN STAPLE 50 PC/BOX	11.98
MENARDS LANSING SOUTH	3 GARDEN STAPLE 50 PC/BOX	17.97
MENARDS LANSING SOUTH	CREDIT - 8 FROST BLANKETS	(103.92)
MENARDS LANSING SOUTH	3 GARDEN STAPLE 50/PC BOX	17.97
MENARDS LANSING SOUTH	TAMPER/PAVER LOCKING SAND/SAND	73.40
O'LEARY PAINT CO.	PAINT & SUPPLIES	239.11
D & G EQUIPMENT INC	LABOR & PARTS & MISC./MOWER	309.03
D & G EQUIPMENT INC	2 IDLER PULLEYS/2 NUT FLANGES/CAMO	65.53
SUPERIOR SAW	GEAR BOX/SCAG	456.33
SUPERIOR SAW	HUB & PULLEY/SCAG	68.71
SPARTAN DISTRIBUTORS	CREDIT	(210.66)
SPARTAN DISTRIBUTORS	3 PLASTIC CAPS/LINK ASM/10 SPACERS	301.94
FRANKIE D'S AUTO & TRUCK	REPLACE GAS CAP/#47	64.00
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	320.81
	Total For Dept 771.00 PARKS	8,978.36

Dept 774.00 RECREATION		
HAMMOND FARMS SOUTH	(60) 50# BAGS FIELD CHALK	375.00
M.A.S.A.	16 ADULT TEAM REGISTRATIONS	576.00
BANK OF AMERICA	PUNT, PASS & KICK REGISTRATION	40.00
EASTSIDE SOCCER LEAGUE	EASTSIDE SOCCER REGISTRATION	45.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
	Total For Dept 774.00 RECREATION	1,136.00

Dept 850.00 OTHER FUNCTIONS		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	266.22
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	2,153.10
JOSEPH & HEDRINGTON	LEGAL FEES APRIL & MAY	1,168.00
ENCOMPASS/EAP	3RD QUARTER EAP	248.00
RICOH USA, INC.	COPIER MAINTENANCE	177.49
BANK OF AMERICA	AT&T 5/16-6/15/2015 LED SIGN	73.68
BANK OF AMERICA	WUFOO ON-LINE SUBSCRIPTION	9.00
BANK OF AMERICA	GIS WEB HOSTING 5/10-6/9/2015	1.00
BANK OF AMERICA	MUSIC SERVICE/CSC	24.95
NBS	DESK SCREEN	301.97
	Total For Dept 850.00 OTHER FUNCTIONS	4,423.41

Total For Fund 101 GENERAL FUND 94,976.28

Fund 206 FIRE FUND		
Dept 000.00		
BANK OF AMERICA	TAX ON PARAMEDIC BOOKS	28.87
	Total For Dept 000.00	28.87

Dept 336.00 FIRE DEPARTMENT

BARYAMES CLEANERS	UNIFORM CLEANING	200.90
LANSING ICE & FUEL CO	GASOLINE 5/16-31/2015	978.12
LIFEGAS LLC	CYLINDER RENTAL	314.72
LIFEGAS LLC	OXYGEN RENTAL	19.26
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	323.40
JOSEPH & HEDRINGTON	LEGAL FEES APRIL & MAY	2,814.18
INGHAM COUNTY FIRE CHIEFS	2015 ICC MEMBERSHIP DUES	50.00
MANER COSTERISAN	AUDIT FEES YE 12/31/14	574.00
ENCOMPASS/EAP	3RD QUARTER EAP	294.50
METRONET LONG DISTANCE	LONG DISTANCE MAY	2.28
VERIZON WIRELESS	CELLULAR MAY	172.81
TDS METROCOM	LOCAL SERVICE MAY	41.42
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	50.62
CONSUMERS ENERGY	GAS 6139 BISHOP	50.23
BANK OF AMERICA	LODGING/DRURY	703.90
BANK OF AMERICA	CREDIT	(703.90)
BANK OF AMERICA	LODGING/DRURY	307.34
ACROSS THE STREET PROD	BLUE CARD 50 HOUR ON-LINE TRAINING	3,811.50
MATTHEW W. CALUS	BLUECARD INSTRUCTION	666.60
DELL MARKETING L.P.	LAPTOPS FOR TRAINING	5,799.80
KENT E. NORDLUND	BLUECARD INSTRUCTION	533.28
BANK OF AMERICA	EMT BOOKS	185.00
BANK OF AMERICA	PARAMEDIC BOOKS	70.54
BANK OF AMERICA	PARAMEDIC BOOKS	70.54
BANK OF AMERICA	PARAMEDIC BOOKS	492.05
Total For Dept 336.00 FIRE DEPARTMENT		17,823.09

Total For Fund 206 FIRE FUND 17,851.96

Fund 207 POLICE FUND

Dept 301.00 POLICE		
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	1,805.00
Total For Dept 301.00 POLICE		1,805.00
Total For Fund 207 POLICE FUND		1,805.00

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS		
BANK OF AMERICA	9 POWER ADAPTERS FOR LAPTOPS	540.00
FIRST DUE FIRE SUPPLY CO.	2 BALL VALVES/1 OUTLET	287.50
BANK OF AMERICA	TRAILER HITCH/#21	408.45
BANK OF AMERICA	UPS SHIPPING	25.47
BANK OF AMERICA	UPS SHIPPING	0.62
ACE HARDWARE	3 MISC. MDSE./4" LONG NOSE PLIER/	44.75
THE PARTS PLACE	BATTREY CHARGER	39.59
CITY OF LANSING FLEET SERV	TIRE/4 VALVES/LABOR/#383	290.49
ROGER'S CLINE TIRE & AUTO	TIRE REPAIR	25.00
ROGER'S CLINE TIRE & AUTO	TIRE REPAIR	40.00
BANK OF AMERICA	CHIEFS LUNCH MEETING/DRURY	12.80
BANK OF AMERICA	TIM HORTON'S REFRESHMENTS	13.34

BANK OF AMERICA	KROGER'S REFRESHMENTS & TAX	23.81
BANK OF AMERICA	KROGER'S REFRESHMENTS & TAX	6.85
BANK OF AMERICA	WATER FOR ENGINE	2.99
BANK OF AMERICA	BUDDIES LUNCH	126.87
BANK OF AMERICA	DONUTS EMS MEETING	19.20
BANK OF AMERICA	METRO CHIEFS LUNCH/BALL	17.70
BANK OF AMERICA	ICE TRAINER TRAINING REGISTRATION	250.00
FAT BOYS PIZZA	PIZZA FOR TRAINING	97.40
FAT BOYS PIZZA	POP FOR TRAINING	10.36
INGHAM COUNTY FIRE CHIEFS	FIRE OFF. 1&2/COLBECK	150.00
Total For Dept 339.00 EQUIPMENT & APPARATUS		2,433.19
Total For Fund 211 FIRE EQUIP. & APPARATUS FUND		2,433.19

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

KIMBERLYNN COLLINS	VENDOR PAYMENT MAY	35.00
CRISP COUNTRY ACRES	VENDOR PAYMENT MAY	178.00
TODD DELO	VENDOR PAYMENT MAY	75.00
GWENDOLYN V. KATO	VENDOR PAYMENT MAY	120.00
KOLACHE KITCHEN	VENDOR PAYMENT MAY	25.00
LONESOME PINES BEEF	VENDOR PAYMENT MAY	107.00
ANNA PRYOR	VENDOR PAYMENT MAY	35.00
RACHEL MARIE SHAW	VENDOR PAYMENT MAY	92.00
SANDRA SIEMON	VENDOR PAYMENT MAY	10.00
LINETTE SILVERNAIL	VENDOR PAYMENT MAY	33.00
WILLOW BLOSSOM FARMS	VENDOR PAYMENT MAY	286.00
NEVA AUSTIN	VENDOR PAYMENT MAY	187.00
KEVIN E. COSGROVE	VENDOR PAYMENT MAY	31.00
FREDDIE & ANNA DANCY	VENDOR PAYMENT MAY	26.00
OFILIA DIAZ	VENDOR PAYMENT MAY	217.00
ELAINE J. ERNST	VENDOR PAYMENT MAY	80.00
TAMARA FORD	VENDOR PAYMENT MAY	18.00
ROBIN GEYER	VENDOR PAYMENT MAY	33.00
DENNIS C. GREENMAN	VENDOR PAYMENT MAY	407.00
KAY JOHNSON	VENDOR PAYMENT MAY	60.00
FRED LONG	VENDOR PAYMENT MAY	56.00
DARRYL MIDDLETON	VENDOR PAYMENT MAY	13.00
CAROLYN K. NEVINS	VENDOR PAYMENT MAY	17.00
OTTO'S POULTRY, INC	VENDOR PAYMENT MAY	1,347.00
MAI KOU VANG	VENDOR PAYMENT MAY	152.00
Total For Dept 000.00		3,640.00

Dept 728.00 DDA ADMINISTRATION

BANK OF AMERICA	PLANNING CALENDAR	18.49
DBI BUSINESS INTERIORS	TONER/FARMERS MARKET PRINTER/	72.99
DBI BUSINESS INTERIORS	1 BX INK JET NOTE CARDS W/ENVELOPE	22.04
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	149.45
MANER COSTERISAN	AUDIT FEES YE 12/31/14	902.00
ENCOMPASS/EAP	3RD QUARTER EAP	15.50
WOLVERINE ENGINEERS	SURVEY SERVICES CEDAR ST	2,300.00

C. HOWARD HAAS	MAY CELL PHONE REIMBURSEMENT	75.00
METRONET LONG DISTANCE	LONG DISTANCE MAY	1.78
TDS METROCOM	LOCAL SERVICE MAY	126.47
BANK OF AMERICA	LUNCH/HAAS & STOCKWELL	28.80
	Total For Dept 728.00 DDA ADMINISTRATION	<u>3,712.52</u>

Dept 729.00 DDA MARKETING & PROMOTION		
BANK OF AMERICA	1 YEAR HOSTING FOR HCC WEBSITE	135.46
BANK OF AMERICA	3X5 US FLAG	18.99
CHRISTINE HAYS	50% DOWN/PAINT CEILINGS & GARAGE	583.00
JUDITH A TUTTLE	DIRT/LOWES	10.48
JUDITH A TUTTLE	FLOWERS/W.W. GREENHOUSES	31.92
JUDITH A TUTTLE	FLOWERS/LANSING GARDENS	58.35
	Total For Dept 729.00 DDA MARKETING & PROMOTION	<u>838.20</u>

Dept 850.00 OTHER FUNCTIONS		
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	355.00
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	1,264.50
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	82.13
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	203.37
CONSUMERS ENERGY	GAS-2150 CEDAR	75.84
CONSUMERS ENERGY	GAS-2045 CEDAR	73.96
	Total For Dept 850.00 OTHER FUNCTIONS	<u>2,054.80</u>

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 10,245.52

Fund 410 SYCAMORE TRAIL CONSTR FUND

Dept 902.00 CAPITAL OUTLAY		
BLUE GRASS LAWN & LAND	DAMAGE REPAIR-2505 HUMMINGBIRD	185.00
	Total For Dept 902.00 CAPITAL OUTLAY	<u>185.00</u>

Total For Fund 410 SYCAMORE TRAIL CONSTR FUND 185.00

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 548.00 ADMINISTRATION & OVERHEAD		
THRUN LAW FIRM, P.C.	LEGAL FEES MAY	220.50
MANER COSTERISAN	AUDIT FEES YE 12/31/14	3,936.00
ENCOMPASS/EAP	3RD QUARTER EAP	162.75
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	<u>4,319.25</u>

Dept 558.00 DEPT OF PUBLIC SERVICE

LANSING ICE & FUEL CO	GASOLINE 5/16-31/2015	938.04
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	72.00
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	72.92
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	95.37
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	262.82
RS TECHNICAL SERVICES, INC.	PLC/SCADA SERVICE/COMPUTER	190.00
RS TECHNICAL SERVICES, INC.	INSTALL SPARE FO CONVERTER	155.50
RS TECHNICAL SERVICES, INC.	REPLACE HEADWORKS SCADA PANEL	311.00
RS TECHNICAL SERVICES, INC.	PLC/SCADA SERVICE/COMPUTER	698.75
DELL MARKETING L.P.	DELL OPTIPLEX DESKTOP PC	920.00

BANK OF AMERICA	4 BALL AIR STONES/BOD ANALYSIS	10.00
ALEXANDER CHEMICAL CORP	CALCIUM NITRATE	10,648.36
BANK OF AMERICA	SOIL SAMPLES FOR BIOSOLIDS APP	28.05
ACE HARDWARE	3 KEYS	5.07
FISHER SCIENTIFIC	HARD HAT FULL BRIM	19.59
FISHER SCIENTIFIC	HARD HAT VGARD WHITE	26.37
FISHER SCIENTIFIC	FUEL SURCHARGE	3.75
FISHER SCIENTIFIC	HARD HAT VGARD BLUE	175.80
FISHER SCIENTIFIC	SAFETY HARNESS STEP IN NYLON	433.00
RED WING SHOES	SAFETY SHOES/HARRIS	178.49
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMINISTRATION	19,479.12
HUBBELL, ROTH & CLARK, INC	4495 HOLT RD GAS STATION SEWER	151.59
HUBBELL, ROTH & CLARK, INC	GENERAL PROFESSIONAL SERVICES	2,864.64
SPICER GROUP, INC.	GIS ASSISTANCE/SAW GRANT	2,242.50
BARNHART & SON, INC.	SLUDGE HAUL/POTW	554.65
BANK OF AMERICA	UPS SHIPPING	6.15
METRONET LONG DISTANCE	LONG DISTANCE MAY	2.80
VERIZON WIRELESS	CELLULAR MAY	0.80
COMCAST	HIGH SPEED INTERNET/POTW	142.85
COMCAST	HIGH SPEED INTERNET/MAINTENANCE	142.85
TDS METROCOM	LOCAL SERVICE MAY	383.71
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	46.86
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	113.61
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	52.65
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	444.45
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	15,783.79
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	201.77
CONSUMERS ENERGY	ELECTRIC-1988 WAVERLY	572.11
CONSUMERS ENERGY	ELECTRIC-4000 N MICHIGAN#B	130.94
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,032.97
CONSUMERS ENERGY	ELECTRIC-4280 DELL	393.89
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	171.44
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	444.45
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	110.96
CONSUMERS ENERGY	GAS-5961 MC CUE #2	23.30
CONSUMERS ENERGY	GAS-5961 MC CUE #3	103.19
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	933.87
CONSUMERS ENERGY	GAS 5961 MC CUE #4	626.75
CONSUMERS ENERGY	GAS-1988 WAVERLY	23.69
CONSUMERS ENERGY	GAS-3505 HOLT	15.39
CONSUMERS ENERGY	GAS-2481 DELHI COMM	25.46
CONSUMERS ENERGY	GAS 1494 AURELIUS	39.86
CONSUMERS ENERGY	GAS-4280 DELL	30.49
CONSUMERS ENERGY	GAS-1490 AURELIUS	371.66
CONSUMERS ENERGY	GAS-1492 AURELIUS	119.03
ACE HARDWARE	FLATS OF FLOWERS/HANGING BASKETS	121.91
ACE HARDWARE	3 CLOGBUSTERS/MAINTENANCE	49.97
FERGUSON ENTERPRISES, INC.	FAUCET & SINK CONN/POTW RESTROOM	182.87
WESCO DISTRIBUTION, INC	REPLACED 2 LIGHTS/DELL RD LIFT ST	264.00
BANK OF AMERICA	3 FILTERS/BACKHOE #13	99.77
BANK OF AMERICA	2 ELBOWS/TUBING/LAB RO UNIT	20.25

BANK OF AMERICA	1/2 HP MOTOR & SPLICE KIT/POTW	317.23
JACK DOHENY SUPPLIES, INC	4 NOZZLE ORIFACE KIT 2.7 & SHIPPING	99.02
JACK DOHENY SUPPLIES, INC	PRESSURE SWITCH/FILLER BREATHER/	779.55
ACE HARDWARE	2 MISC. MDSE.	2.78
INGHAM CO. HEALTH DEPT.	KOBALT HOSE/CLAMPS/FITTINGS/POTW	25.13
MICHIGAN PETROLEUM TECH	PLACK PEARL 35# PAIL	349.65
MICHIGAN PETROLEUM TECH	BLACK PEARL 10 PK CARTRIDGE	141.36
MICHIGAN PETROLEUM TECH	CHEVRO STARPLEX 10 PK CARTRIDGE	145.08
SAFETY SYSTEMS, INC	LABOR/TRIP CHARGE/MODULE/MAINT	236.00
PURE GREEN LAWN & TREE	LAWN AND TREE FERTALIZATION POTW/	79.00
SIEMENS INDUSTRY, INC.	PARTS & LABOR/POTW DIGESTER BLDG	1,850.54
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
RS TECHNICAL SERVICES, INC.	PARTS/SERVICE (INSTRUMENTS)	1,537.10
SIEMENS INDUSTRY, INC.	FLAME IGNITION/DIGESTER BLDG ROOF	354.00
SIEMENS INDUSTRY, INC.	REZNOR MAKE UP UNIT HEATER	944.00
BISBEE INFRARED SERVICES	INFRARED ELECTRICAL INSPECTION	950.00
CRAIG'S AUTO BODY SHOP, LLC	REPAIR LEFT REAR BOX SIDE/UNIT 3	789.68
FRANKIE D'S AUTO & TRUCK	LOF/OIL FILTER/#4	35.00
FRANKIE D'S AUTO & TRUCK	LOF/OIL FILTER/#2	35.00
FRANKIE D'S AUTO & TRUCK	LOF/OIL FILTER/PLUG R REAR TIRE/#6	45.00
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	295.15
BANK OF AMERICA	FISHING POLE/OPEN HOUSE GAME	14.99
BANK OF AMERICA	2 DZ. EGGS/CRSCO VG./OPENHOUSE	9.17
BANK OF AMERICA	SNACKS/TABLECLOTH/HOTDOGS/FOIL/	108.18
BANK OF AMERICA	16 BAGS ICE/OPENHOUSE	51.04
BANK OF AMERICA	TABLE COVER/ICE CREAM/OPENHOUSE	57.36
BANK OF AMERICA	FISH & FISH BAGGING FEE/OPENHOUSE	245.50
BANK OF AMERICA	CANDY/CAKE MIX/FROSTING/LINERS/CO	125.84
BANK OF AMERICA	POPCORN SUPPLIES/BAGS/OPENHOUSE	42.50
BANK OF AMERICA	APOTHECARY SHOP/OPENHOUSE	26.46
BANK OF AMERICA	EX INDEX 110 WHITE 8.5X11/OPENHOUSE	15.99
BANK OF AMERICA	CUPS & LIDS/OPENHOUSE SUPPLIES	10.47
BANK OF AMERICA	GLITTER PAINT/OPENHOUSE SUPPLIES	13.52
INGHAM COUNTY SHERIFF'S	OFFICER FOR MED TAKE BACK PROG	247.50
LOWE'S CREDIT SERVICES	CREDIT	(68.34)
BANK OF AMERICA	WEF MEMBERSHIP RNEWAL/RANES	127.00
BANK OF AMERICA	LODGING RECYCLING COALITION/DIORKA	290.90
BANK OF AMERICA	LODGING RECYCLING COALITION/BRYANT	270.90
BANK OF AMERICA	MWEA CONFERENCE/ELSINGA	295.00
HUBBELL, ROTH & CLARK, INC	POTW LAGOONS BLDG REPL DESIGN	1,679.76
JACK DOHENY SUPPLIES, INC	SANITARY SEWER CAMERA SYSTEM	337,743.45
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	415,605.35
Dept 578.01 CAPITAL IMPROVEMENTS		
HUBBELL, ROTH & CLARK, INC	EIFERT RD MAIN ENG PLANS & SPEC	1,780.20
HUBBELL, ROTH & CLARK, INC	EIFERT RD FORCE MAIN ENG	10,870.02
	Total For Dept 578.01 CAPITAL IMPROVEMENTS	12,650.22
	Total For Fund 590 SEWAGE DISPOSAL SYSTEM	432,574.82

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

MANER COSTERISAN	AUDIT FEES YE 12/31/14	164.00
	Total For Dept 735.00 LOCAL SITE REMEDIATION	164.00

	164.00
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Fund 701 TRUST & AGENCY FUND

Dept 000.00

AFLAC	WITH DEDUCT-AFLAC DISABILITY	605.76
AFLAC	WITH DEDUCT-AFLAC LIFE INSUR	7.38
AFLAC	WITH DEDUCT-AFLAC ACCIDENT	599.30
AFLAC	WITH DEDUCT-AFLAC SICKNESS	370.62
AFLAC	WITH DEDUCT-AFLAC CANCER	467.16
AFLAC	WITH DEDUCT-DISABILITY RIDER	18.48
C. J. DAVIS	AFLAC_URM (FSA)	250.00
WENDY L THIELEN	AFLAC_URM (FSA)	258.63
STATE OF MICHIGAN	UNCASHED PAYABLES CHECKS	137.66
	Total For Dept 000.00	2,714.99

	2,714.99
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Fund 765 FALK CEMETERY TRUST

Dept 000.00

BANK OF AMERICA	SUMMER FLOWERS & DELIVERY	60.95
	Total For Dept 000.00	60.95

	60.95
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	563,011.71
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**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated June 4, 2015**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 108073 through 108107 & direct deposits numbers: DD20343 through DD20431. The payroll was prepared in accordance with established payroll rates and procedures. The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

Lora Behnke, Accounting Clerk

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

Dated: June 4, 2015

Director of Accounting

II. Payroll Report

The June 4, 2015 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$79,842.25	\$22,092.56	\$57,749.69
Fire Dept. Fund	48,414.26	15,576.75	\$32,837.51
DDA	4,155.02	920.99	\$3,234.03
Sewer Fund/Receiving	38,861.58	11,344.33	\$27,517.25
Total Payroll	\$171,273.11	\$49,934.63	\$121,338.48
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,825.70	\$5,733.97	\$33,652.23
Fire Dept. Fund	3,574.41	3,514.63	22,665.79
DDA	146.38	82.97	1,150.34
Sewer Fund/Receiving	2,885.46	3,015.12	17,244.91
Total Payroll	\$12,431.95	\$12,346.69	\$74,713.27

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on June 4, 2015 and identified as follows:

6/04 Net Pay Disbursement in Common Savings (\$121,338.48)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on June 16, 2015, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated June 4, 2015 was reviewed, audited, and approved.

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

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: June 9, 2015

RE: Proposal for Bidding and Construction Phase Engineering Services – Eifert Road Force Main Replacement – Hubbell, Roth & Clark, Inc.

Enclosed for your review and approval is a Proposal for Engineering Services from Hubbell, Roth & Clark, Inc. in the amount of \$92,400 for the bidding and construction phase of the replacement of the Eifert Road Force Main.

In 2013 the Township went through significant efforts to replace a portion of the Eifert Road Force Main that had corroded and began leaking/collapsing. During the replacement process we began to investigate the extent of the corrosion throughout the length of the pipe and discovered that much of the force main was indeed compromised and needed complete replacing.

In 2014 the Township was awarded a Stormwater, Asset Management and Wastewater (SAW) grant which included, among other things, the engineering design costs for replacement of the Eifert Road Force Main. With that in mind, the Township solicited HRC to provide us with an engineering proposal for the design of the replacement of the force main in March 2014. Now that the design is complete, the Township is ready to proceed with bidding and construction of the force main. Therefore, HRC has provided us with a proposal for bidding and construction observation in the amount of \$92,400. The estimated cost of construction is \$900,000, the cost of which will be expended in FY 2015 and FY 2016 according to our CIP.

Therefore, I recommend approval of the Proposal for Bidding and Construction Engineering Services for the Eifert Road Force Main Replacement.

Recommended Motion:

To approve the Proposal for Bidding and Construction Engineering Services from Hubbell, Roth & Clark, Inc. in the amount of \$92,400 for the Eifert Road Force Main Replacement Project.



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HUBBELL, ROTH & CLARK, INC.

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June 4, 2015

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

Attn: Ms. Sandra Diorka, Director

Re: Eifert Road Force Main
Bidding and Construction Phase
Engineering Services Proposal

HRC Job No. 20130633

Dear Ms. Diorka:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to present this proposal to perform bidding and construction phase engineering, administration, and observation for the Eifert Road Force Main replacement project. The current estimate of construction costs on Eifert Road Force Main is \$900,000. Contingencies are not included.

SCOPE OF HRC SERVICES

- 1) **Bid Phase:** HRC will perform bidding phase services including furnishing plans and specifications for bidders, conducting a pre-bid site inspection with bidders, suppliers, etc., issuing addenda as necessary, attending the bid opening, prepare a tabulation of bids, and making a recommendation for the award of the construction contract.
- 2) **Layout Verification:** The contractor will be responsible for construction staking. Layout requirements will be made part of the construction specifications. HRC will verify the staking by spot checking the stakes and control points. We are assuming two verifications; once each north and south of Holt Road. Any issues or out of compliance work will be identified and the Township and Contractor notified. Re-verification of out of compliance work is not included.
- 3) **Observation:** HRC will furnish the services of a Resident Project Representative (RPR) to observe the construction activities and verify compliance with the construction plans and specifications. The RPR will prepare daily field reports of construction activity. The RPR will assist in preparing reports, memos, meeting minutes, submittals review, change orders, test reports, Contractor pay requests, project schedules, and punch lists. For this project HRC proposes to assign a part-time RPR. During periods of major work activity by the Contractor the RPR will be present. HRC estimates the construction will take 10-12 weeks to complete. We have allocated 400 on site hours to this task. Progress meetings will be biweekly.
- 4) **Construction Engineering and Administration:** The remainder of the budget is allocated towards conducting a pre-construction meeting including representatives of the Township, Contractor, and Utility Companies to review the project requirements and the Contractor's plan to complete the work, shop drawing and material certification review, pay application processing, progress meetings with

the Township and Contractor, project oversight, and routine updates to the Township and residents. HRC will also provide a post construction walkover, punch lists, review of Contractor closeout forms, and copies of construction photos and field reports. This item does not include record drawings or any contractor dispute resolution.

BUDGET

HRC anticipates the following budget per scope of work task:

<u>HRC Tasks</u>	<u>Proposal</u>
Bid Phase	\$10,000
Layout Verification	\$2,400
Observation – Project Representative	\$40,000
Construction Engineering and Administration	\$40,000
Total	\$92,400

WORK PRESENTLY NOT INCLUDED IN OUR SCOPE

Materials Testing: The Township will contract with SME directly for Material and Construction testing. Our field representative will coordinate through the Township with the designated SME staff person.

Construction engineering costs are highly dependent on the contractor. Their efficiency, staffing, and scheduling are dependent on the weather, unforeseen conditions, sub contractor availability, etc. We have incorporated all available information into this proposal. But it is subject to change. Once bids are received and a contract executed, we will review the proposed schedule from the Contractor and inform your office of any foreseeable issues. We will also provide frequent updates to your office a monthly or as requested.

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

JB/tg

pc: Delhi Twp; Mr. John Elsinga
HRC; T. Grant, File

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members
FROM: John B. Elsinga, Township Manager
DATE: June 10, 2015
RE: Cartago Drive Sanitary Sewer Improvements

Enclosed for your review and consideration is a condition assessment of a sanitary sewer system that serves twelve homes at the east end of Cartago Drive.

These homes are served by way of individual sewer “grinder” pumps into a common force main which ultimately discharges into a gravity system. This is a relatively new sewer system that has experienced more frequent failures and sewer backups than our traditional gravity sewer system.

For that reason, I am recommending that we add an isolation valve and check valve at the right-of-way to reduce the frequency of sewage backup caused by failing check valves or other sewage related mechanical pump components on private property. These new valves would then “isolate” each home/property from other sewage being discharged while they repair their grinder pump, check valve or force main on their private property.

Recommended Motion:

Authorize the implementation of “Option 1” of Hubbell, Roth and Clark’s (HRC) letter dated April 27, 2015 with an estimated cost of \$108,050 and accept the proposal from HRC in the amount of \$33,900 for the design, bidding, inspection and construction administration services for said Option 1.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES
SUBJECT: CARTAGO DRIVE SEWER SERVICE IMPROVEMENTS
CHISHOLM HILLS #4 SUBDIVISION
DATE: MAY 27, 2015
COPY TO: FILE

The Chisholm Hills #4 subdivision was developed in 2000; each of the twelve (12) properties have a single submersible grinder pump to move the property sewage through a 1.25" or 1.5" diameter pipe that connects under the roadway to a publicly owned 2" diameter force main that conveys the sewage.

A sewer permit was issued for the first house to be built in this subdivision in August of 2001. June 2002 the township received the first sewer complaint that a grinder pump had failed and was not working. Since this first occurrence the property owners of this subdivision have repeatedly experienced pump failures.

An evaluation of the sewer service on Cartago Drive was performed by Hubbell, Roth & Clark (HRC) at the request of the Township to provide a solution to this consistent problem.

HRC proposes to install a new check and isolation valve on the existing 1.25" or 1.5" sewer service located within a pit in the Right-of-Way (ROW). The Township will have the pits and equipment installed and will then maintain the valves. The gravity sewer, crock with pumps, controls, 1.25"/1.5" service line and existing valves currently located on each parcel will remain the property and responsibility of the parcel owner.

A proposal for engineering services to design the improvements; perform the bidding phase; provide construction observation; construction engineering and administration services were received from HRC.

I respectfully request you ask the Township Board to approve the proposal from HRC to design, conduct the bid phase, construction observation, construction engineering and administration of the Cartago Drive sewer service improvements for a total cost of \$33,900.00. Funds are available in the Department of Public Services Engineering Services Fund Allocation account 590-558.00-805.000.



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HUBBELL, ROTH & CLARK, INC.

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 EMAIL: info@hrc-engr.com

May 26, 2015

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

Attn: Ms. Sandra Diorka, Director

Re: SAW Management HRC 20150130
 Cartago Drive Sewer Service
 Engineering Services Proposal

Dear Ms. Diorka:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this proposal to perform design, bidding, and construction phase engineering services for the Cartago Drive Sewer Service improvements. For each of the twelve residences, the improvements consist of adding new check and isolation valves in a pit located within the Right-of-Way (ROW) as provided in the April 27, 2015 Sewer System Evaluation performed by HRC. Specifically, the Township wishes to proceed with Option #1 for a total project cost of \$108,050.

ENGINEERING SERVICES SUMMARY

<u>HRC Tasks</u>	<u>Proposal</u>
Design Phase	\$11,100
Bid Phase	\$ 3,000
Observation – Project Representative	\$12,000
Construction Engineering and Administration	\$ 7,800
Total	\$33,900

Our office contacted MDEQ regarding the potential to add the Design Phase costs into the SAW grant program. While possible, we do not recommend pursuing this option. To get this included in the grant program requires the Township to amend the previously completed SAW Environmental Assessment. The costs to do so would exceed the potential grant funding.

Design Phase: HRC will investigate individual residences to determine if the existing 1.5” diameter service lines at the ROW are located under driveways or within the green space between the curb and sidewalk, prepare base drawings with notes that will show details of the new valves, valve pits, and valve insulation and installation. HRC will also prepare the requirements for submitting bids and submit the drawing and bidding requirements for Township approval. HRC will finalize the documents incorporating Township comments.

Bid Phase: HRC will perform bidding phase services including furnishing plans and specifications for bidders, conducting a pre-bid site inspection with bidders, suppliers, etc., issuing addenda as necessary, attending the bid opening, prepare a tabulation of bids, and making a recommendation for the award of the construction contract.

Observation: HRC will furnish the services of a Resident Project Representative (RPR) to observe the construction activities and verify compliance with the construction plans and specifications. The RPR will prepare daily field reports of construction activity. The RPR will assist in preparing reports, memos, meeting minutes, Contractor pay requests, project schedules, and punch lists. For this project HRC proposes to assign a full-time RPR. HRC estimates the construction will take 2 to 3 weeks to complete.

Construction Engineering and Administration: The remainder of the budget is allocated towards conducting a pre-construction meeting including representatives of the Township, Contractor, and Utility Companies to review the project requirements and the Contractor's plan to complete the work, shop drawing review, pay application processing, meetings with the Township and Contractor, project oversight, and routine updates to the Township and residents. HRC will also provide a post construction walkover, punch lists, review of Contractor closeout forms, record drawings, and copies of construction photos and field reports.

HRC proposes to begin immediately upon authorization and bid the project for construction this fall. 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

TG/jb

pc: Delhi Twp; J. Elsinga, T. Vander Ploeg, E. Walacavage
HRC; File



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April 27, 2015

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

Attn: Ms. Sandra Diorka, Director

Re: SAW Asset Management
Cartago Drive Sewer System Evaluation

HRC Job No. 20150130

Dear Ms. Diorka:

Hubbell, Roth & Clark, Inc. (HRC) is presenting this condition assessment and evaluation of the sewer system serving twelve (12) residences located on Cartago Drive in the Chisholm Hills subdivision. Since the development of these residences in 2000, the occupants of 8 of the 12 residences have experienced at least one failure of their individual sewer system resulting in sewage backup into the residence or leaking onto the ground, driveway, or roadway. Therefore, the Township has requested this evaluation that includes a condition assessment and consideration of different options for fixing the problems that have and continue to occur with this system.

Currently, a single, submersible “grinder” pump is used to pump sewage from the individual residences through either a 1.25” or 1.5” diameter pipe that connects under the roadway to a 2” diameter force main that conveys the sewage from all 12 residences to a manhole located near the intersection of Cartago Drive and Little Hickory Drive. Sewage flows from this manhole ultimately ends up at the Publicly Owned Treatment Works (POTW) located at the corner of Grovenburg and McCue Roads. Unlike a more conventional gravity sewer system where the components are more distinct and separate, a pumped system is one integrated system. Each component works toward the conveyance of the sewage to the outlet.

Each grinder pump is in a wet well or “crock” located a few feet from each dwelling. Sewage is piped by gravity from the dwelling through a 4” diameter sewer lead to the crock. The crock fills to a level where a “pump start” float switch trips signaling the grinder pump to start pumping. Once started the pump will operate until the crock is pumped down to a level where a “pump stop” float switch trips signaling the grinder pump to stop pumping.

While other issues may have occurred, one common issue is the failure of the private lead valves. This is common with direct bury valves on these systems. Once failed, these leak or stay open creating a backflow of sewage. At minimum, this issue needs to be addressed. However, our options include more robust solutions.

Options

Information regarding new low pressure sewage pumps and common pump station is presented in Appendices A and B.

1. Add Isolation Valve and Check Valve at edge of Right-of-Way (ROW)

In this option the Township would have a new isolation valve and check valve installed on the existing 1.25" or 1.5" sewer service near but within the ROW for each parcel. For ease of access these valves would be placed in a single box or pit including insulation to prevent freezing. The new check valve would prevent the backup of sewage into the individual parcel services from the 2" force main common to all the parcels.

The pit would be constructed of 3-foot diameter corrugated plastic pipe or concrete manhole dependent on the box location and would be covered with a cast iron manhole style frame and lid. If located in the grass/lawn area the pit would be corrugated plastic. If located under a driveway the pit would be concrete manhole to withstand the loading from an automobile.

A preliminary field investigation shows that four of the pits would be located in area between the curb and sidewalk under grass, three of the pits would need to be located under driveways and another five pits may be under a driveway. For the estimated cost we have assumed that 4 pits would be corrugated plastic and of 8 pits would be pre-cast concrete construction.

In this option the valves and pits would be located within the ROW and the Township would install and maintain the valves. The gravity sewer, crock with pumps, controls, 1.25"/1.5" service line and existing valves currently located on each parcel would remain the property and responsibility of the parcel owner. This is the most similar to the Township's responsibility on other sewer systems in the Township.

2. Replace Existing Grinder Pumps and Electrical Panels with New Positive Displacement/Grinder Pumps and Electrical Panels

In this option, each existing pump, float switches, and control panel would be replaced with a new grinder pump including controls and alarm panel. The existing pump crock, 1.25"/1.5" check valve, and isolation valves (located in the yard) would remain for each residence. The existing 2" force main located on Cartago Drive would also remain.

The existing pumps are Zoeller submersible grinder pumps. These pumps can be used in different sewage applications and are not specifically for use only in low pressure sewage system applications.

A company that has been providing household grinder pumps since 1968 specifically for low pressure residential sewer systems is EOne. Information about EOne is presented in Appendix A. The pumps are progressing cavity style (Moyno style) and include features such as easy to replace existing submersible grinder pumps as entry into crock is not required; pressure switches for pump on/off control; typical life span of 10 to 20 years under normal conditions; built-in check and anti-siphon valves located near pump; near constant flow under variable pressure conditions; and air filled motor requires no preventive maintenance.

It is noted that the Eone grinder pumps motors are powered by 1 HP, 240 volt, 1 phase, 60 hertz motors. If individual residences do not have 240 volt service to the home, a 240 volt to 120 volt “step-up” transformer, installed backwards (120 volt input, 240 volt output) would be required to convert from 120 volt to 240 volt for each residence.

3. Replace Existing Grinder Pumps, and Electrical Panels with New Positive Displacement/Grinder Pumps, Electrical Panels and New Check and Isolation Valves

This option combines Options 1 and 2.

4. Keep Existing Pumps, Discharge to New Gravity Sewer Routed to New Pump station with Discharge Through Existing 2” Force Main to Existing Manhole

In this option, the existing pumps, crocks, 4” and 1.25”/1.5” diameter pipes located at individual residences would remain in service. The 1.25”/1.5” discharge piping would be extended to a new 8” diameter gravity sanitary sewer which would be routed to a new EOne, duplex, grinder pump station (reference Appendix B) with discharge to the existing 2” diameter force main which discharges to the existing manhole at the Cartago Drive/Little Hickory Drive. By discharging to a gravity sewer the residence pumps would not be subject to back pressure from the 2” force main currently experienced.

5. Replace Existing Home Grinder Pump Systems with New Gravity Sewer Lead, Connect to New Gravity Sewer Routed to New Pump station with Discharge Through New Force Main to Existing Manhole

This option is typical of the vast majority of Township sewer system customers. It was likely not chosen for Cartago Drive due to the depth of sewer pipes required for gravity flow.

This option includes the removal of the existing pump crocks, pumps, and controls. These would be replaced with an extension of the existing 4” diameter gravity sewer service at the pump crock to a new 8” diameter sewer main which would be located under or near the roadway. As presented in Option 3, this sewer main would be routed to a new, common pump station which would pump the sewage through the existing 2” diameter force main to the manhole located near the intersection of Cartago Drive and Little Hickory Drive.

6. Replace Existing Pumps, Piping, and Valves with New Vacuum System

AirVac Company, a manufacturer of vacuum systems was contacted. Although they manufacture a system that serves as few as 12 residences, the equipment cost is prohibitive. Therefore Option 5 was not evaluated in further detail.

Table 1 includes a matrix of the options considered with cost estimates, pros and cons of each option. More detailed opinions of probable costs for each option are presented in Appendix C.

Table 1 – Options Comparison

Option	Cost	Pros	Cons
Option 1	\$108,050	<ul style="list-style-type: none"> - Lowest construction cost - Minimal disturbance during construction - O&M of check and isolation valves is typical of existing Township O&M - Will be a redundant check valve to individual parcels 	<ul style="list-style-type: none"> - Continue with existing low pressure sewage pump system
Option 2	\$145,910	<ul style="list-style-type: none"> - Second lowest cost - Minimal disturbance during construction - High quality grinder pumps means issues less likely than with existing pumps 	<ul style="list-style-type: none"> - Continue with low pressure sewage pumps - Likely highest maintenance costs of systems evaluated
Option 3	\$208,340	<ul style="list-style-type: none"> - Third lowest cost - Slightly more disturbance installing valve box during construction - Lower potential maintenance costs with new valves 	<ul style="list-style-type: none"> - Continue with low pressure sewage pumps - Likely second highest maintenance costs of systems evaluated
Option 4	\$262,750	<ul style="list-style-type: none"> - Only one pump station to operate and maintain 	<ul style="list-style-type: none"> - Continue with low pressure sewage pumps - Second highest construction cost - Requires common pump station to pump sewage to manhole at intersection - More disturbance for gravity sewer and new pump station during construction
Option 5	\$350,675	<ul style="list-style-type: none"> - No risk of pump and valve failures with gravity sewer service - Lowest O&M cost 	<ul style="list-style-type: none"> - Highest construction cost - Highest disturbance during construction - Requires common pump station to pump sewage to manhole at intersection

Based on previous projects HRC has performed, it has been in the best interest of the Township and the parcel owners to require the owner to install, operate and maintain their individual systems as this is the same responsibility placed on a parcel with a gravity sewer service. For the benefit of the Township and each parcel owner, the installation, operation and maintenance of the redundant check and isolation valves would be the responsibility of the Township.

Conclusions

Option 1 has the lowest construction cost and would provide the benefit of redundant protection against failure of the owner’s pumped service system. Option 3 includes redundant check and isolation valves as well as new grinder pumps. Option 5 is a significant modification to a gravity system followed by a single pump station and would

Ms. Sandra Diorka
April 27, 2015
HRC Job Number 20150130
Page 5 of 5

eliminate the need for the use of grinder pumps.

If you have any questions or require any additional information, please contact the undersigned at (616) 745-5045.

Very truly yours,

HUBBELL, ROTH & CLARK, INC. ·



Thomas M. Grant, P.E., BCEE
Sr. Project Manager

TG/tg
Attachments (3)
pc: HRC; File

APPENIDIX A

EONE RESIDENTIAL GRINDER PUMPS

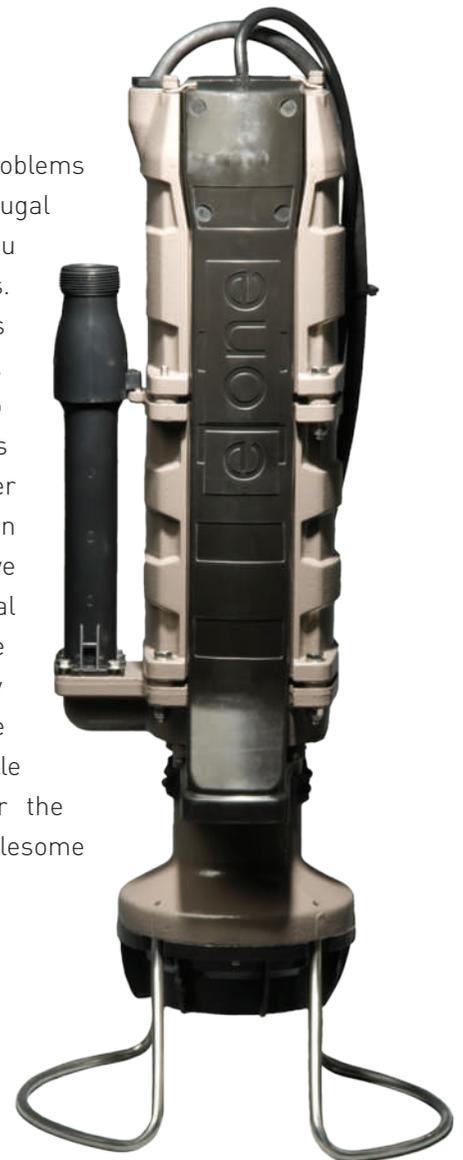
A F T E R M A R K E T G R I N D E R P U M P

E/One Upgrade

If you're tired of constant service calls resulting from grease-fouled floats, jammed grinders, burned-out motors, and other grinder pump problems, it's time to call E/One.

When you're having too many problems with your system's centrifugal grinder pumps, it can wear you down. And wear out your budgets. Those inferior grinder pumps aren't worth fixing. And fixing. And fixing. The solution is to upgrade. To Environment One's Upgrade, the aftermarket grinder pump that works and goes on working without any preventive maintenance. It's the original grinder pump design, the one others have tried to copy but they just haven't gotten it right. We have it down to a science. A simple science – design a pump for the application. So replace that troublesome pump. **With E/One's Upgrade.**

e one
SYSTEM UPGRADE





Why is the E/One Upgrade Better?

10 REASONS TO SWITCH TO THE E/ONE UPGRADE

Our Upgrade

vs.

Their Grinder Pumps

1. Semi-positive displacement pump – provides virtually the same flow regardless of pressure. Scouring velocities are maintained without stressing the pump.
2. Non-jamming grinder – low-speed, high-torque, with large-diameter inlet.
3. Non-contact, non-fouling pressure switch level controls. Proven reliable and maintenance-free.
4. Air-filled motor requires zero preventive maintenance.
5. Built-in check valve and anti-siphon valve.
6. Longest mean time between service calls – 10 years.
7. Lowest operation and maintenance costs.
8. All pump, level and motor controls in one compact assembly, making service simple and convenient.
9. Near-constant flow regardless of pressure – prevents build-up of solids in piping.
10. Zero preventive maintenance.

1. Centrifugal pumps – flows vary dramatically, causing high flows and dangerously short run times to no flow and continuous operation. The result: burned-out motors.
2. Jamming common – high-speed, low-torque, with small-diameter inlet.
3. Float switches – require preventive maintenance to remove grease and oil. Constant source of problems. Mercury float switches difficult to dispose of are an environmental issue.
4. Oil-filled motor requires periodic oil changes.
5. No anti-siphon valve.
6. Constant service calls.
7. Routine preventive maintenance and service calls.
8. Separate pump, level and motor controls, making troubleshooting and repairs more difficult and time consuming.
9. Widely varying flow, reduced as pressure increases, allowing build-up of solids in pipe. Solids build-up causes increased pressure and reduced flow, compounding the problem.
10. Jammed grinders, grease-fouled floats require periodic maintenance.



The E/One Upgrade is the reliable, cost-efficient solution to your grinder pump problems.





Have you taken control of the maintenance problems with your centrifugal grinder pumps? But at what cost?

MAINTAINING A WASTEWATER COLLECTION SYSTEM IS BUSY ENOUGH when the equipment is working properly. Additional stress and strain on resources from unreliable centrifugal

design doesn't work. They create an ever-changing system curve. They use a small grinder. They use high-speed, low-torque motors. They use floats. And when the design doesn't work,

So if you're dealing with nuisance pumps that are maintenance-intensive and costly to fix, replace them with the Upgrade, the pump with the lowest operation and maintenance costs and



Too many centrifugal pumps end up in the graveyard. E/One pumps keep working reliably year after year with the lowest operation and maintenance costs in the industry.



Top view showing Upgrade retrofit.

pumps is unacceptable. Rinsing down floats, unjamming cutter wheels and replacing pumps regularly in problem locations? All of that preventive maintenance is unnecessary with the Upgrade from Environment One.

Centrifugal pumps were never intended to be connected parallel in large numbers. The problem with centrifugal grinder pump systems is that the

the system doesn't work. The result? Ongoing maintenance headaches and high costs. And unreliable performance.

Fortunately, there is a simple solution. A reliable solution. From Environment One, the company that's been making the industry's most reliable pump for more than 40 years. With more than one million end users daily, E/One is the leader in grinder pump technology.

the longest mean time between service calls – 10 years.

The Upgrade is engineered to fit virtually any other grinder pump well. Its universal design allows ready to connect, easy drop-in changeover. So don't put up with one more maintenance disaster from your centrifugal pump. Call E/One today and start making your life easier and your system costs lower.





SPECIFICATIONS

Installation

The Upgrade is engineered to fit into virtually any other grinder pump wet well. Universal design allows easy drop-in changeover.

Features and Benefits

- The 1 ¼-inch slide face discharge connection can be adapted to any existing discharge piping without changing piping on the outside of the basin.
- Grinder is designed to eliminate jamming and for minimum wear to grinder mechanism.
- The Upgrade's self-contained level control system eliminates troublesome float switches. E/One's pressure switch level control system is the most effective in the industry.
- The internal check valve assembly is designed for non-clog, trouble-free operation.

Operational Information

MOTOR

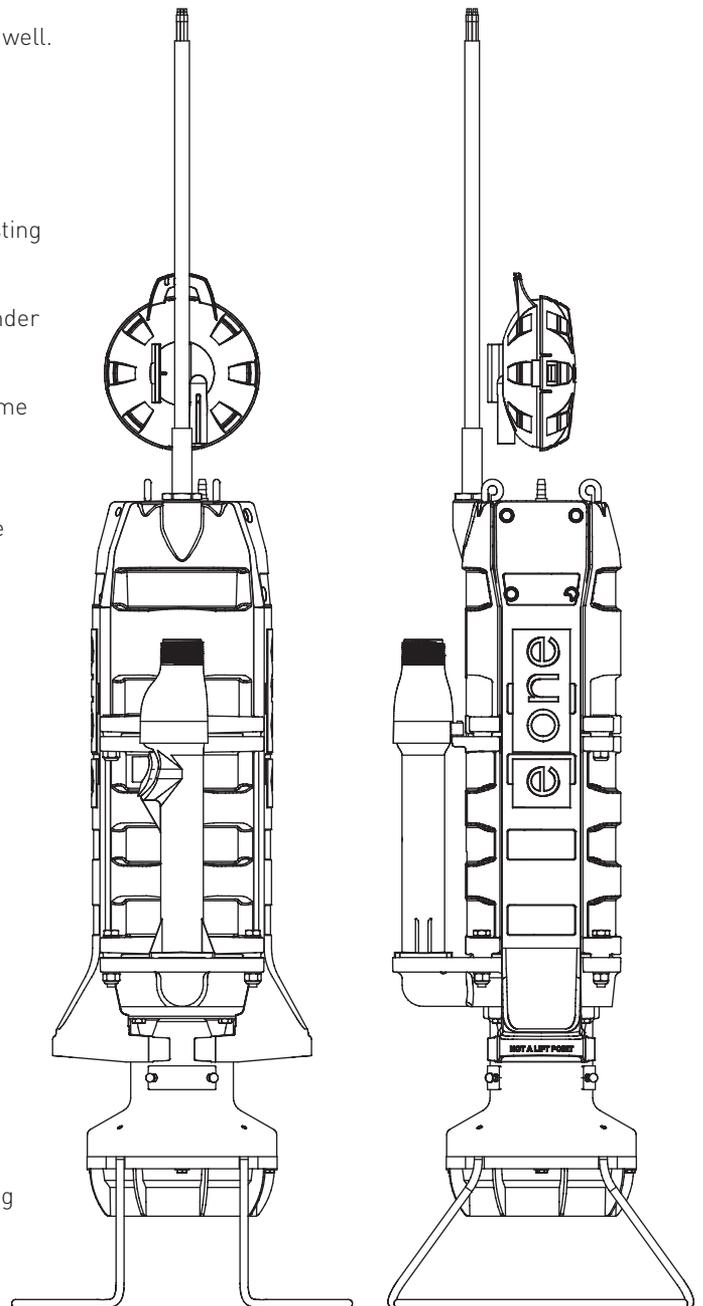
1 hp, 1,725 rpm, high torque, capacitor start, thermally protected 240 volt, 60 Hz, 1 phase; 120 volt motors are also available

ALARM PANEL

For new installations, a NEMA 4X, UL-listed or CSA-approved alarm panel includes power and signal circuit breakers, audible and visual alarms, push-to-silence button, push-to-run button, and terminal strips. For centrifugal replacements, an Upgrade power board is available that consists of DIN RAIL mountable components designed to be installed inside the existing panel.

DISCHARGE

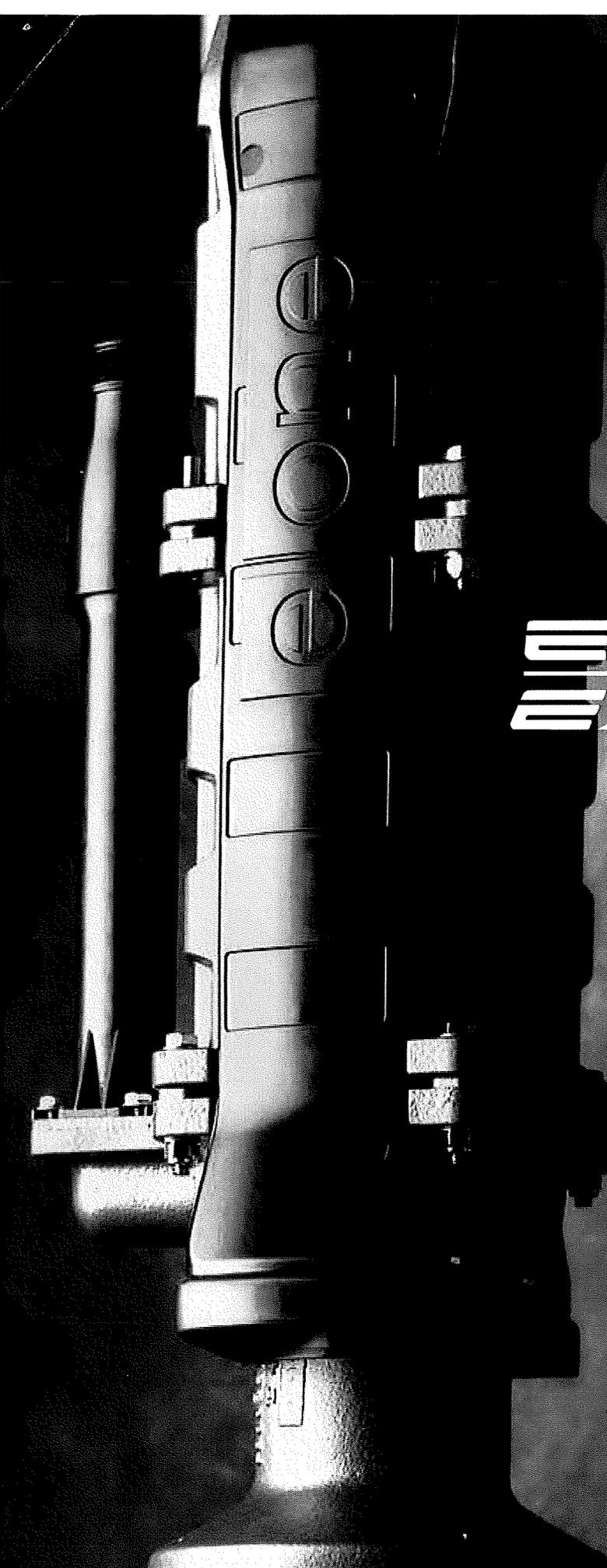
15 gpm at 0 psig / 11 gpm at 40 psig / 9 gpm at 60 psig / 8 gpm at 80 psig



Environment One Corporation
A Precision Castparts Company
2773 Balltown Road, Niskayuna, NY USA 12309-1090
Voice (01) 518.346.6161 Fax 518.346.6188 www.eone.com



LM000366 Rev A



**ENGINEERED
TO DO ONE JOB
PERFECTLY**

E/ONE
EXTREME
S E R I E S

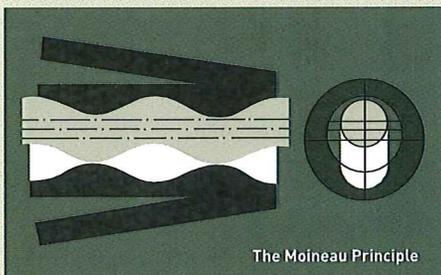
**PRESSURE
SEWER
SYSTEMS**

ENGINEERED TO DO ONE JOB PERFECTLY

At the heart of the E/One Sewer System is the toughest, hardest working pump in the industry. The new standard in excellence, durability, and longevity, the E/One Extreme Series Grinder Pump. Its evolution reflects everything we've learned in nearly 40 years as the originator and leader in the category of low pressure sewer systems.

The pump stations incorporate the grinder pump, motor controls and level sensing device integrated into a compact unit, easily removable for servicing when necessary.

And, the geometry of the pump not only produces a near-vertical pump curve, but allows passage of ground solids without clogging. Because of the low rpm and highest quality components, we experience the lowest service call rate in the industry. An average mean time of 10 years between service calls is typical.



The progressing cavity pump itself is based on the Moineau principle. A rotor turns within a stator, creating a sequence of sealed chambers. The precision-cast and polished stainless steel rotor moves wastewater through these chambers at a nearly constant flow, over a wide range of conditions – from negative to abnormally high heads. Turning at just 1,725 rpm, the one-horsepower motor can pump fluid through more than two miles of small-diameter piping or elevation changes of over 185 feet.

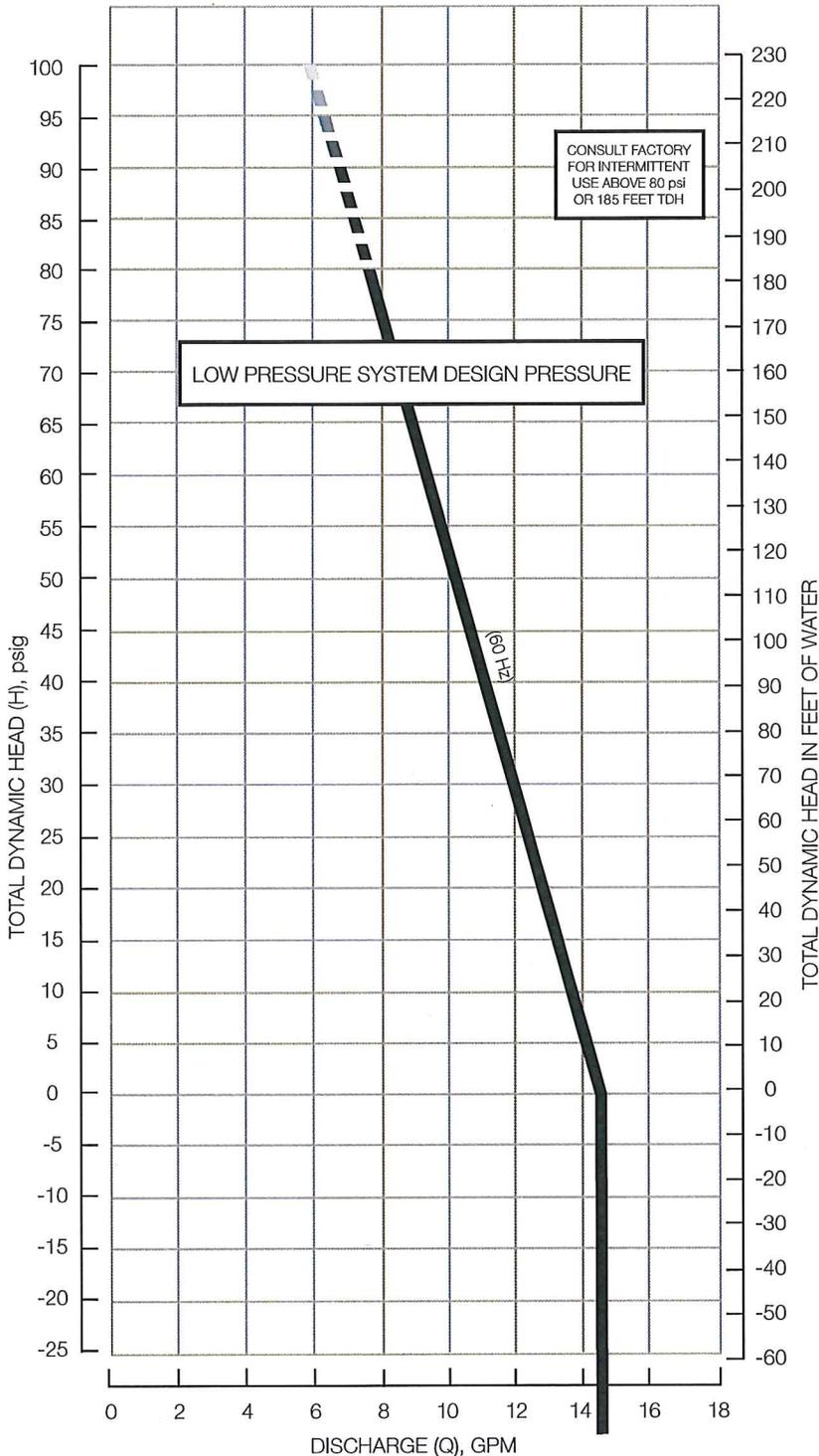
SOME KEY ADVANTAGES:

- **HIGH HEADS/NEGATIVE HEADS.** Reliable operation from negative head to 185 feet of total head for continuous duty reduces the number of lift stations and pipe sizes. This cuts costs – both initially and in long-term operation and maintenance.
- **CONSTANT FLOW.** The system pressures to be overcome by any given grinder pump in a low pressure system vary dramatically over the course of a day. E/One's progressing cavity pump readily accommodates these pressure variations while maintaining a nearly constant flow without ever operating at "near shut off" – thus avoiding the wear and motor burn-out suffered by other pump types.
- **HIGH GRINDING TORQUE.** Our unique pump system, driven by a one-horsepower motor turning at 1725 rpm, produces grinding torque greater than a two-horsepower pump turning at twice the speed.
- **ENERGY EFFICIENT.** The pump is activated automatically and runs for short periods. Typical annual energy consumption is comparable to a 40-watt light bulb.
- **LOW MAINTENANCE SUBMERSIBLE MOTOR.** Low maintenance and long life are the hallmarks of our air-filled motor. Permanently lubricated ball bearings and Class F insulation eliminate the need for periodic oil changes and oil disposal costs required by oil-filled submersible motors.
- **LARGE-DIAMETER GRINDER ASSEMBLY.** Almost twice the diameter of most other types of grinder pumps, contributing to a dramatic reduction of inflow velocity for less wear and no blinding, clogging or jamming.
- **NO PREVENTIVE MAINTENANCE.** Non-fouling static level sensors require no preventive maintenance. Because of our unique, near constant discharge rate, no main line flushing is required in a properly designed system.
- **CORROSION RESISTANCE.** E/One's stainless steel ball-type discharge valve and piping won't corrode like copper or galvanized, and hold up years longer. No corrosion, no maintenance.
- **DEPENDABILITY.** E/One pumps typically run ten years between service calls with more than 35 years of in-ground experience.
- **PROVIDES FOR ENVIRONMENTALLY SOUND WASTEWATER MANAGEMENT.** The E/One Extreme Series grinds waste material into small particles. This enables the use of inexpensive, small-diameter pressure pipes, buried at shallow depths, to transport wastewater to a suitable processing site. Result: Ground water contamination from failing septic tanks can be eliminated.
- **SERVICEABILITY.** Our unique core design eliminates the need for in-field troubleshooting and pump servicing. This means lower maintenance costs and minimum homeowner inconvenience.

GRAVITY SEWERS ARE NO LONGER THE RULE FOR SOLVING WASTEWATER PROBLEMS.

At the heart of the system is the E/One progressing cavity grinder pump – with high heads that can eliminate costly lift stations, and a robust, powerful design that translates into the industry’s highest levels of reliability, availability and maintainability.

GRINDER PUMP PERFORMANCE CHARACTERISTICS



ENGINEERED LOW PRESSURE SYSTEMS

REPEALING THE LAW OF GRAVITY

NOBODY CAN TOUCH OUR CURVE.

In a low pressure system, constant, predictable pump output is the foundation for proper hydraulic design. It enables the engineer to minimize retention time, pump wear, and keep scouring action at effective levels.

Environment One’s semi-positive displacement, progressing cavity pump has a nearly vertical H-Q curve. It is by far the most “forgiving” pump design – providing predictable flow over the full range of typical system pressures; strengths critical in a large-scale, low pressure sewer.

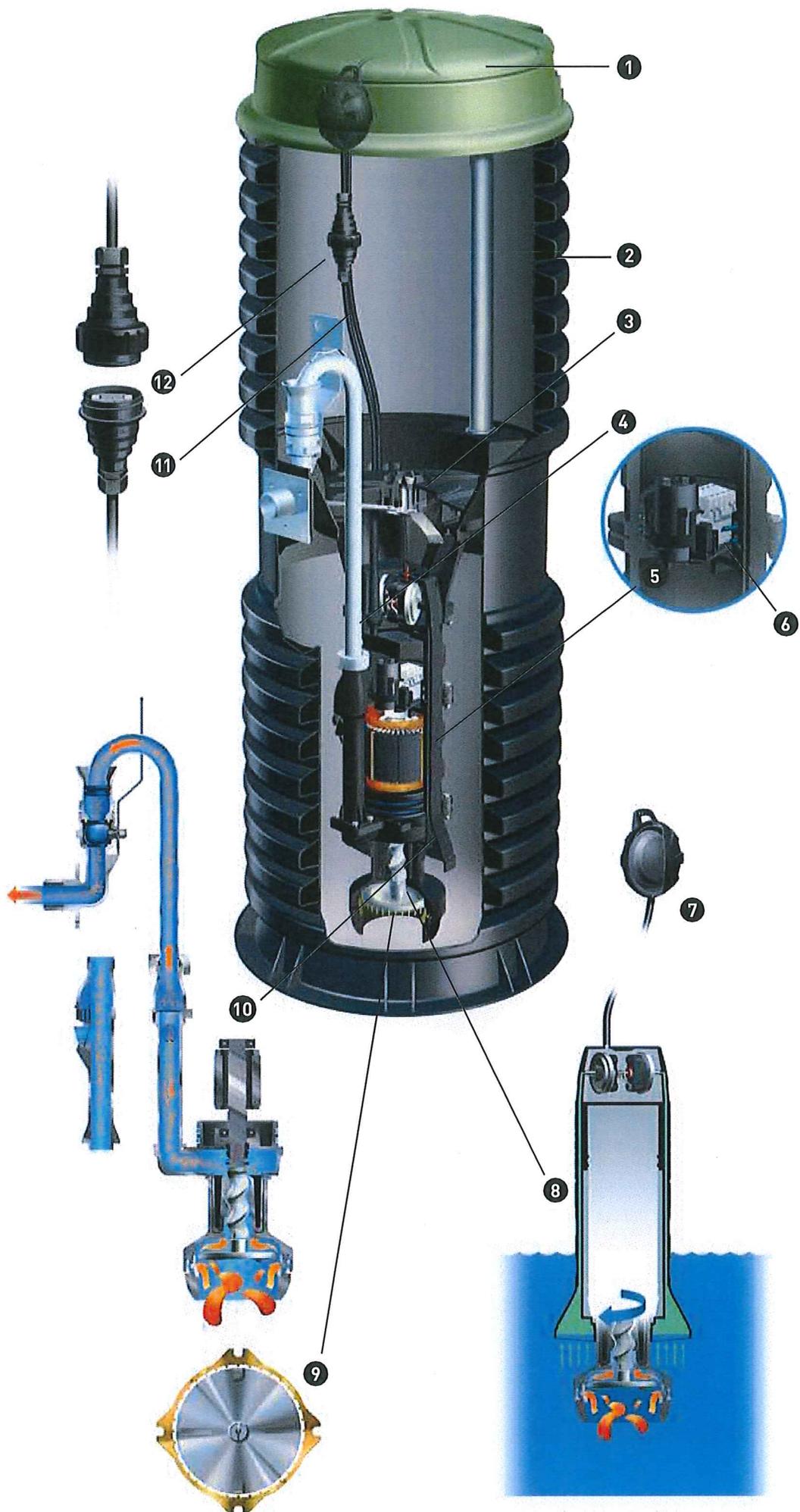
E/One’s superior high head capability allows a system with few, if any, lift stations. And, it easily accommodates additional future connections without compromising system performance.

These E/One pump characteristics translate into:

- predictable hydraulic design
- lower collection system capital costs
- less maintenance
- lower operating costs

ANATOMY OF A LEADER: THE INSIDE STORY ON THE E/ONE GRINDER PUMP STATION.

- 1 LOW-PROFILE COVER:** Aesthetically pleasing. Provides easy access for service while blending with surroundings.
- 2 HIGH-DENSITY POLYETHYLENE TANK:** Double-wall construction of high-density thermoplastic for rugged reliability. Factory pressure tested for infiltration and exfiltration free installation.
- 3 QUICK-RELEASE CORE LATCH:** All stainless mechanism secures core in place and can be easily released from ground level.
- 4 STAINLESS STEEL PIPING & HARDWARE:** E/One's SS discharge piping and ball valve won't corrode. No corrosion, no maintenance, no tools required.
- 5 UNIQUE CORE DESIGN:** Eliminates the need for in-field troubleshooting and service. Modular controls simplify service.
- 6 DOUBLE O-RING SEALS:** Make assemblies waterproof and novel joint geometry minimizes the effects of crevice corrosion.
- 7 E/ONE EQUALIZER:** Compensates for fluctuations in atmospheric pressure to enable accurate level sensing while assuring the level sensing system is watertight.
- 8 PROGRESSING CAVITY PUMP:** A deceptively simple design produces a nearly constant flow under a wide range of continuously varying conditions.
- 9 GRINDER WHEEL AND SHREDDER RING:** Hardened stainless steel cutter bars and teeth process sewage, grinding wastewater solids, as well as wood, plastic and cloth. Will not jam or clog!
- 10 PRESSURE SWITCH LEVEL CONTROL:** Self-cleaning level sensors require no preventive maintenance.
- 11 DIRECT-BURY CABLE:** For simple and inexpensive installation.
- 12 ELECTRICAL QUICK DISCONNECT:** For safe and easy service. UL-listed, compatible with OSHA regulations for confined space entry.



LEADING THE INDUSTRY WE INVENTED.

Environment One not only pioneered the low pressure sewer system, but consistently leads the industry both in system deployment and innovation. The company is dedicated to Total Quality, Continuous Improvement, and Customer Satisfaction, as evidenced by the E/One Extreme Series. Today, there are nearly a million end users worldwide.

SEWER ANYWHERE

Driven by the remarkable E/One Extreme grinder pump, E/One Sewers give engineers, developers, municipal sanitarians, and land planners unprecedented new freedom in land usage and septic tank replacement.

With a smaller footprint and a softer touch on the land, they're so much easier to install. Front-end costs can be reduced by as much as 80%. Total installed costs by half. And O&M costs by up to 75%.

The E/One Extreme grinder pump reduces all forms of sanitary waste to a non-clogging slurry and pumps it through a network of small-diameter pipes. Since gravity is replaced by the power of the pump, sewer systems need not run downhill nor require large-diameter pipes, deep trenches, multiple booster stations – or their associated costs.

A system powered by the E/One Extreme grinder pump converts formerly cost-prohibitive building sites into cost-effective reality. "Problem areas," with high ground water, elevation changes or impenetrable bedrock, are transformed into valuable, developable real estate.

Of course, E/One's low upfront cost advances apply to conventional building sites as well.

In addition, E/One units are easy to install and virtually maintenance-free – refined through nearly 40 years experience with the largest installed base in the industry.



SAVE THOUSANDS, VIRTUALLY SERVICE-FREE.

Contact your local distributor:

e one

SEWER SYSTEMS

Environment One Corporation
2773 Balltown Road
Niskayuna, NY USA 12309-1090
Voice (01) 518.346.6161
Fax 518.346.6188
www.eone.com

A Precision Castparts Company
LM000364



APPENDIX B

EONE DUPLEX PUMP STATION

DH152/~~DR152~~

General Features

The model DH152 or DR152 grinder pump station is a complete unit that includes: two grinder pumps, check valve, HDPE (high density polyethylene) tank, controls, and alarm panel. A single DH152 or DR152 is ideal for up to four, average single-family homes and can also be used for up to 12 average single-family homes where codes allow and with consent of the factory.

- Rated for flows of 3000 gpd (11,356 lpd)
- 150 gallons (568 liters) of capacity
- Indoor or outdoor installation
- Standard outdoor heights range from 93 inches to 160 inches

The DH152 is the "hardwired," or "wired," model where a cable connects the motor controls to the level controls through watertight penetrations.

The DR152 is the "radio frequency identification" (RFID), or "wireless," model that uses wireless technology to communicate between the level controls and the motor controls.

Operational Information

Motor

1 hp, 1,725 rpm, high torque, capacitor start, thermally protected, 240V, 60 Hz, 1 phase

Inlet Connections

4-inch inlet grommet standard for DWV pipe. Other inlet configurations available from the factory.

Discharge Connections

Pump discharge terminates in 1.25-inch NPT female thread. Can easily be adapted to 1.25-inch PVC pipe or any other material required by local codes.

Discharge

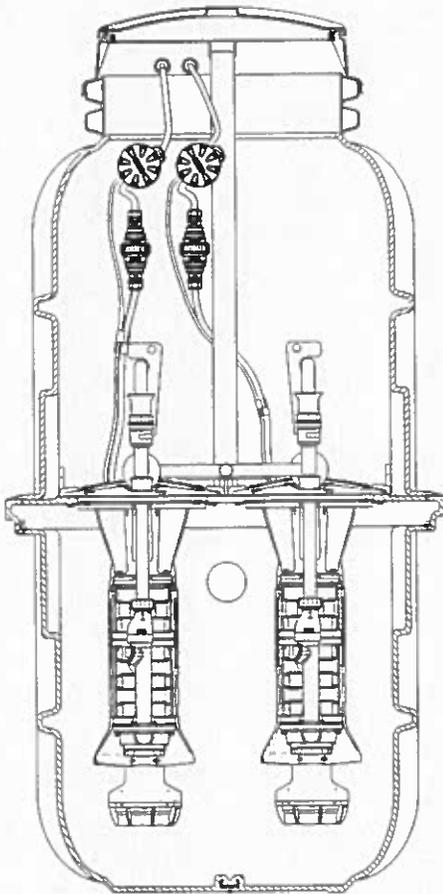
15 gpm at 0 psig (0.95 lps at 0 m)
11 gpm at 40 psig (0.69 lps at 28 m)
7.8 gpm at 80 psig (0.49 lps at 56 m)

Accessories

E/One recommends that the Uni-Lateral, E/One's own stainless steel check valve, be installed between the grinder pump station and the street main for added protection against backflow.

Alarm panels are available with a variety of options, from basic monitoring to advanced notice of service requirements.

The Remote Sentry is ideal for installations where the alarm panel may be hidden from view.



Patent Numbers: 5,752,315
5,562,254 5,439,180

OPTIONS : **DH152**

(HARD WIRED
LEVEL CONTROLS)

DR152

(WIRELESS
LEVEL CONTROLS)

FIELD JOINT REQUIRED
FOR MODELS

GASKETED LID, HDPE

ACCESS WAY VENT

STRAIN RELIEF CORD
CONNECTOR

POWER/ALARM CABLE
6 CONDUCTOR W/GND

E/ONE EQUALIZER

ELECTRICAL QUICK DISCONNECT
NEMA 6P (EQD)

INLET, GROMMET
TO ACCEPT 4.50" O.D.
PVC PIPE (STANDARD).
DUST COVER SUPPLIED
FOR SHIPMENT (NOT
SUITABLE FOR BURIAL)

DUAL WALL, CORRUGATED
HDPE ACCESSWAY

INTERNAL WELL VENT
2.0" DIA.

DISCHARGE 1 1/4" FPT
(304 S.S.)

QUICK DISCONNECT ASSY.
(304 S.S.)

S.S. CAST BALL VALVE

1 1/4" DISCHARGE LINE
(304 S.S.)

CHECK VALVE
(NORYL)

ANTI-SIPHON VALVE
(NORYL)

HDPE TANK
1/2" NOMINAL WALL THICKNESS
150 GALLON CAPACITY

42.8in
1097mm
DISCH

31.5in
800mm

28.5in
724mm

106gal
401 L

20.5in
521mm

74 gal
280 L

16.5in
420mm

58 gal
220 L

ALARM

ON

OFF

SEMI-POSITIVE DISPLACEMENT TYPE PUMP
EACH DIRECTLY DRIVEN BY A 1 HP MOTOR

CONCRETE BALLAST MAY BE REQUIRED
SEE INSTALLATION INSTRUCTIONS
FOR DETAILS

NOTE: DIMENSIONS ARE FOR REF ONLY



AD	CH	10/20/10	D	
DR BY	CHK'D	DATE	ISSUE	SCALE



MODEL DH152 / DR152
DETAIL SHEET

NA0052P02

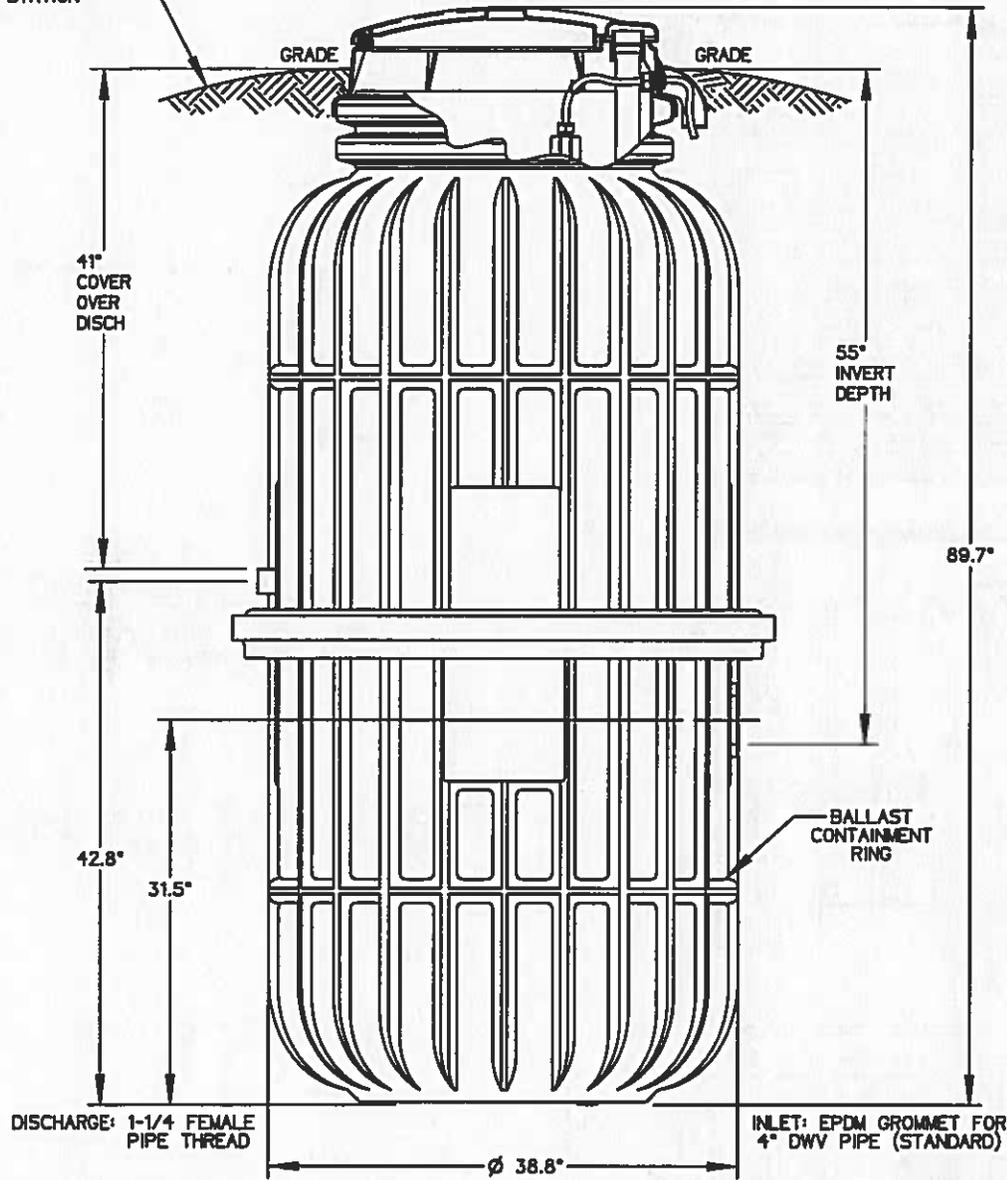
OPTIONS : **DH152 - 93**

(HARD WIRED
LEVEL CONTROLS)

DR152 - 93

(WIRELESS
LEVEL CONTROLS)

GRADE MUST
SLOPE AWAY FROM
STATION



CONCRETE BALLAST MAY BE REQUIRED
SEE INSTALLATION INSTRUCTIONS
FOR DETAILS

NOTE: DIMENSIONS ARE FOR REF ONLY

AD	CAH	7/13/07	B	1/18
DR BY	CHK'D	DATE	ISSUE	SCALE



MODEL DH152-93 / DR152-93

NA0052P04

E/One T260

Duplex Alternating Alarm Panel

Description

The T260 Duplex Alternating Alarm panel is custom designed for use with Environment One duplex grinder pump stations.

Duplex grinder pump stations, a station with two grinder pumps, require the pumping load to be shared equally between the two pumps. Under normal conditions, one pump removes the accumulated sewage from the grinder pump basin. After 24 hours, the T260 Alternating Panel toggles the electrical supply power to the pump that was idle. If the sewage level reaches the alarm level, the two grinder pumps will operate simultaneously for 3 to 4 minutes. If, after that time, the sewage is not below the alarm level, the alarm circuit is engaged.

The T260 Alternating Panel is supplied with audible and visual high water level alarms. The panel is easily installed in accordance with relevant national and local codes.

The T260 Panel is listed by Underwriters Laboratories, CSA, CE and NSF to ensure high quality and safety.

Standard Features

- UL-approved, corrosion-proof enclosure
- NEMA 4X-rated enclosure with hinged access panel
- Lockable latch with keyed-alike padlock included
- Circuit breakers
- Terminal blocks & ground lugs
- Dry contacts
- Lead/lag, run and alarm indicator lights
- Manual push-to-run

Optional Features

- Hour meters
- E/One Remote Sentry ready (with power loss high level alarm capability)
- Dead front
- Generator receptacle with auto transfer
- GFCI receptacle
- Auto dialer

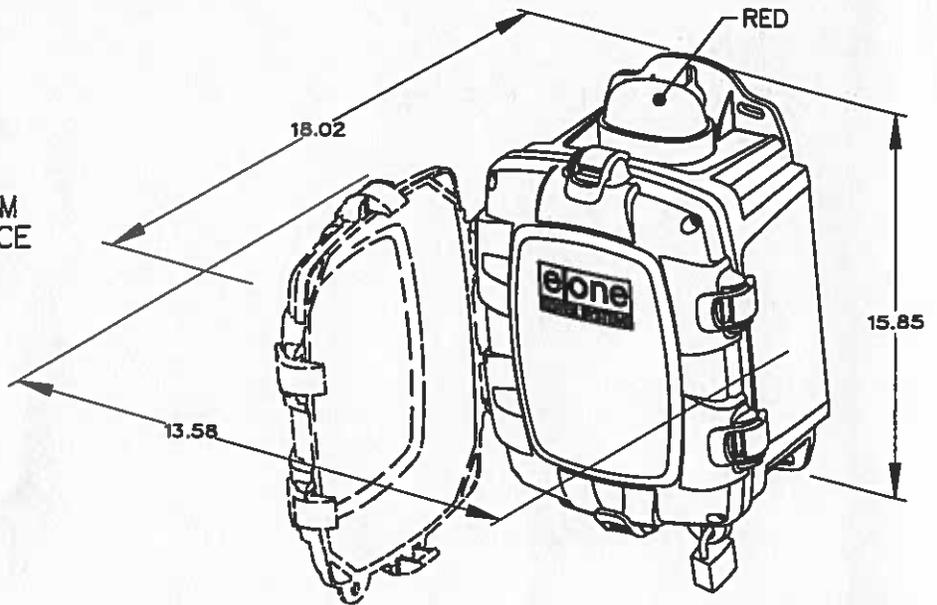


DUPLEX ALTERNATING PANEL

T-260

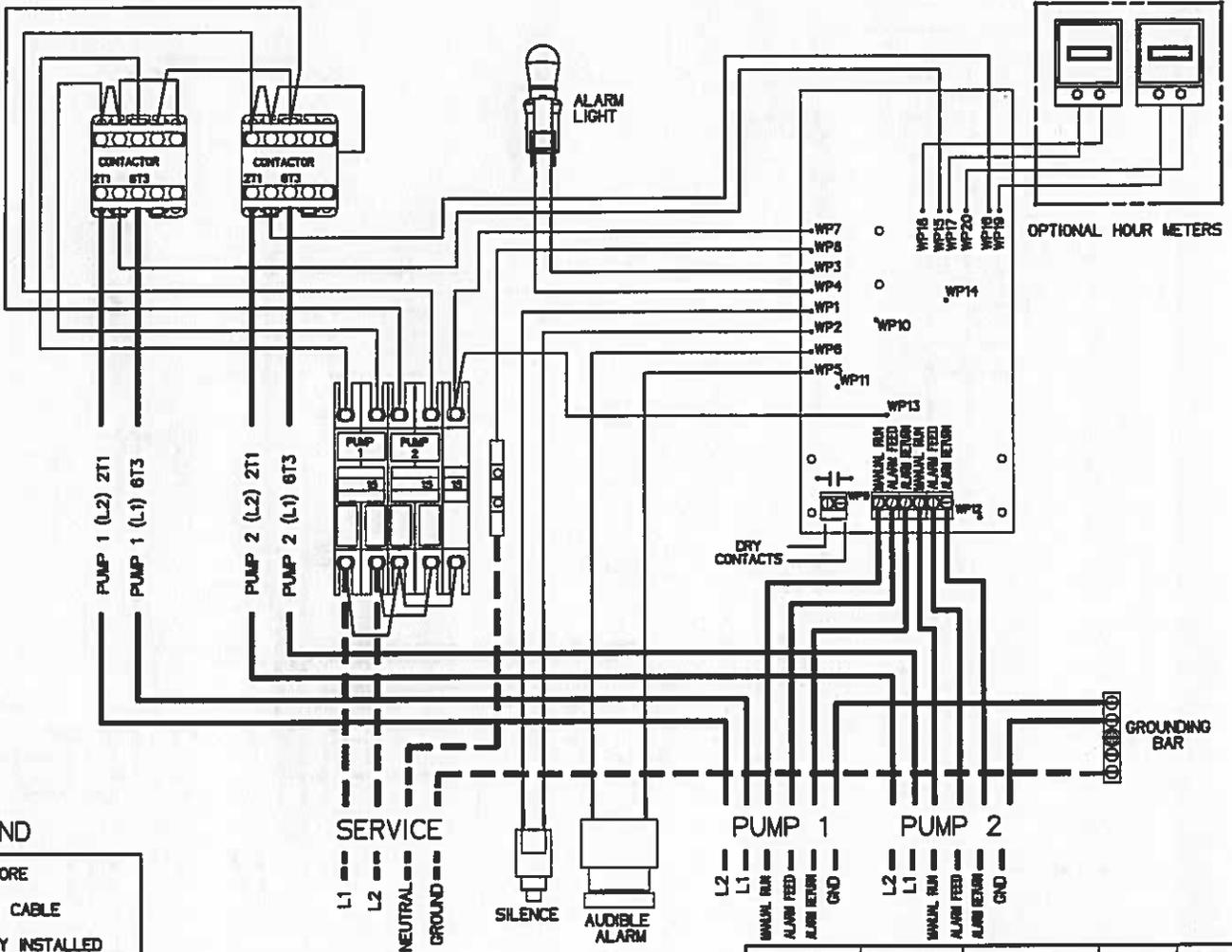
- EXTERNAL VISUAL & AUDIBLE ALARM
- EXTERNAL LATCHING MANUAL SILENCE
- MANUAL RUN
- PUMP RUN INDICATORS
- CONFORMAL COATED CIRCUIT BOARD
- PADLOCK
- ALARM DRY CONTACT
- NEMA 4X ENCLOSURE ASSEMBLY

CORROSION PROOF THERMOPLASTIC
POLYESTER APPROVED BY UL FOR
ELECTRICAL CONTROL ENCLOSURE



OPTIONS

- HOUR METER



LEGEND

- FROM CORE
- - - SUPPLY CABLE
- FACTORY INSTALLED

PIN	FUNCTION	2000S	EXTREME
1	MANUAL RUN	RED	BROWN
2	L1	BLACK	RED
3	L2	WHITE	BLACK
4	GND	GREEN	GRN/YEL
5	ALARM FEED	ORANGE	YELLOW
6	ALARM RETURN	BLUE	BLUE

CONTROL CABLE:

TYPE TC: DIRECT BURIAL, 12AWG,
SIX CONDUCTOR



LR26266

LISTED 506D

AD	SM	09-24-07	C	N/A
DR BY	CHK'D	DATE	ISSUE	SCALE



SEWER SYSTEMS

DUPLEX T-260 ALTERNATING PANEL,
240V 60Hz DOUBLE POLE POWER
WIRED LEVEL CONTROL

LM000329 P1

APPENDIX C

OPINIONS OF PROBABLE CONSTRUCTION COSTS



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: JUNE 9, 2015

**RE: HOLT COMMUNITY ARTS COUNCIL'S REQUEST TO SERVE ALCOHOL IN
VETERANS MEMORIAL GARDENS**

As you are aware this year marks the eighth year for the Holt Community Arts Council's popular "Music in the Garden" concert series. The Free concerts will take place on July 9, July 16, July 23 and July 30 in the Veterans Memorial Gardens amphitheater. The Arts Council will also be introducing Mid-Michigan's first ever day-long "Maker Expo" on August 8, 2015, which will also be held in Veterans Memorial Gardens.

The Holt-Dimondale School Business Alliance has approached the Arts Council about a joint fund-raiser during the July 16, 2015 "Music in the Garden" concert. The fundraiser would consist of selling glasses of wine for a limited time during the July 16 concert only. The Arts Council and the School Business Alliance believe this would be an enhancement to the concert.

The Holt Community Arts Council's "Maker Expo" will showcase makers from all over Michigan. Makers include inventors, hobbyists, tinkerers, artists and more. Another type of maker that the Arts Council would like to feature is craft beer makers. The Arts Council would like to have the "Beer Works" craft beer tasting event in conjunction with the "Maker Expo." However, it will be more than just craft beer tasting. Participants will be able to learn about the craft beer brewing process and hear the stories from successful micro-brewers from around Michigan. The "Beer Works" craft beer tasting event will hopefully become a major fund raiser for the Arts Council.

The Arts Council has submitted its application and necessary documentation to the Liquor Control Commission for licenses for both events.

Township ordinance number 55.4 states:

"Once each year, civic organizations may request the consent of the township board of trustees for the sale of beer and wine in connection with the activities of such organizations, such as the Holt Hometown Festival or similar event. Consent thus granted shall be subject to, and contingent upon, concurrence by the Delhi Charter

Township Parks and Recreation Commission, shall meet the requirements of the commission as to security, litter, insurance, parking, hours and conditions of operation, and issuance of a license by the State of Michigan Liquor Control Commission. During the period specified in the license, beer and wine may be consumed on the premises within the area designated for said purpose and upon no other.

Therefore, I request that Township Board of Trustees grant the Holt Community Arts Council approval to sell and serve alcohol in Veterans Memorial Gardens for these two events.

RECOMMENDED MOTION:

TO APPROVE THE REQUEST OF THE HOLT COMMUNITY ARTS COUNCIL TO SELL WINE IN VETERANS MEMORIAL GARDENS ON JULY 16, 2015 IN CONJUNCTION WITH THE MUSIC IN THE GARDEN CONCERT AND TO SELL BEER IN VETERANS MEMORIAL GARDENS ON AUGUST 8, 2015 IN CONJUNCTION WITH THE BEER WORKS CRAFT BEER TASTING EVENT AS PART OF THE MAKER EXPO.

DELHI TOWNSHIP POLICY MANUAL

I. SUBJECT

Freedom of Information Act (FOIA).

II. PURPOSE

To provide a policy for compliance with the FOIA, as amended effective July 1, 2015 (2014 PA 563).

III. SCOPE

This policy applies to all FOIA requests made to Delhi Charter Township and all Delhi Charter Township Departments.

IV. POLICY

Delhi Charter Township is a “public body,” as defined in Section 2 of the Michigan Freedom of Information Act (FOIA), MCL 15.232. It is the policy of Delhi Charter Township to comply with the FOIA.

The Clerk is the public body’s FOIA Coordinator and is delegated the authority and responsibility to establish written procedures and guidelines, a written public summary of the procedures and guidelines, and a detailed itemization of fees form in compliance with the FOIA, as amended effective July 1, 2015 (2014 PA 563); provided, however, that the procedures and guidelines shall not provide for fee appeals to the board.

This policy supersedes any previous policy or resolution pertaining to the FOIA and FOIA fees.