

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 9, 2015**

Delhi Charter Township Board of Trustees met in a regular meeting on Wednesday, September 9, 2015 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 8:03 a.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

NEW BUSINESS

POLICE FUND

The 2016 Police Fund budget requests expenditures of \$2,597,320, an increase of \$67,970 from the 2015 projected budget.

DOWNTOWN DEVELOPMENT AUTHORITY

The 2016 Downtown Development Authority budget requests expenditures of \$840,590 and transfers out of \$778,750; a decrease of \$525,160 from the 2015 projected budget.

BROWNFIELD REDEVELOPMENT AUTHORITY

Resources/Uses (Brownfield): Until such time as a new Brownfield Plan is established, no revenues or expenditures are expected.

Resources/Uses (Local Site Remediation): Revenues of \$204,000 are anticipated along with \$105,350 of expenditures in 2016.

PARKS ADMINISTRATION

The 2016 Parks and Recreation Administration budget requests expenditures of \$269,700, an increase of \$8,260 from the 2015 projected budget.

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PARKS

The 2016 Parks budget requests expenditures of \$906,780, an increase of \$452,170 from the 2015 projected budget. This increase is attributed to the purchase of and transfer in of mowers, vehicles and equipment as well as the construction of a new Park Restroom/Storage Building at Kiwanis Park and Maintenance Building at Valhalla Park.

RECREATION

The 2016 Recreation budget requests expenditures of \$90,780, an increase of \$25,000 from the 2015 projected budget. The budget reflects the cost of new recreation software to allow for on-line registration, equipment, awards and recreation program officials as well as costs associated with Township special events.

BUILDING AND GROUNDS

The 2016 Building and Grounds budget requests expenditures of \$772,780, a decrease of \$314,900 from the 2015 projected budget. The decrease is due to the replacement of the Community Services Center roof in 2015. In 2016, the Cemetery expenditures are being merged with Building and Grounds as the management and maintenance of these assets will be performed by the same staff.

COMMUNITY DEVELOPMENT

The 2016 Community Development budget requests expenditures of \$732,180, a decrease of \$94,430 from the 2015 projected budget due to reductions in contractual planning services and capital outlay.

FIRE FUND

The 2016 Fire Fund budget requests expenditures of \$2,258,650, an increase of \$105,900 from the 2015 projected budget.

FIRE EQUIPMENT, TRAINING AND APPARATUS

The 2016 Fire Equipment, Training and Apparatus budget requests expenditures of \$87,500, a decrease of \$407,260 from the 2015 projected budget.

*The Board Recessed at 10:14 a.m.
The Board Reconvened at 10:28 a.m.*

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INFRASTRUCTURE

The 2016 Infrastructure budget requests expenditures of \$811,800, a decrease of \$102,820 from the 2015 projected budget. This budget anticipates expenditures being funded from general fund revenues.

GENERAL FUND SUMMARY AND GENERAL FUND REVENUES

The 2016 General Fund budget requests total expenditures of \$6,756,360 (of which \$2,624,170 will be transferred to support the Fire and Police Funds). This is an increase of \$24,000 from the 2015 projected budget.

LEGISLATIVE

The 2016 Legislative budget requests expenditures of \$108,480, a decrease of \$710 from the 2015 projected budget.

The Board decided to cancel their 2016 membership with the Michigan Municipal League which will reduce expenditures by an additional \$6,500.

MANAGER

The 2016 Manager budget requests expenditures of \$343,430, an increase of \$13,100 from the 2015 projected budget.

ACCOUNTING

The 2016 Accounting budget requests expenditures of \$144,210, an increase of \$3,370 from the 2015 projected budget.

CLERK

The 2016 Clerk budget requests expenditures of \$325,260, an increase of \$57,230 from the 2015 projected budget. This increase is primarily due to the Community Outreach Coordinator position moving from part-time to full-time as well as the increasing cost of publishing legal notices.

It was suggested to leave funds in the budget for a part-time position as well as the full-time position.

ELECTIONS

The 2016 Elections budget requests expenditures of \$101,430, an increase of \$74,190 from the projected 2015 budget. The 2016 budget reflects three elections, the March Presidential Primary

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(of which the Township will be reimbursed for many of the costs), the August Primary and the November General. The 2016 budget also accounts for a slight increase in Election Inspector pay and changing the pay structure from an hourly rate to flat rates.

*The Board Recessed at 12:10 p.m.
The Board Reconvened at 12:35 p.m.*

INFORMATION TECHNOLOGY

The 2016 Information Technology budget requests expenditures of \$305,390, an increase of \$26,940 from the 2015 projected budget. This increase is a result of an increase in Capital Improvement projects, personnel training and software/hardware expenditures.

TREASURER

The 2016 Treasurer budget requests expenditures of \$265,900, an increase of \$9,170 from the 2015 projected budget.

ASSESSING

The 2016 Assessing budget requests expenditures of \$417,290, a decrease of \$16,010 from the 2015 projected budget.

OTHER FUNCTIONS

The 2016 Other Functions budget requests expenditures of \$551,400 and transfers out of \$2,624,170 for a total of \$3,175,570. Expenditures increased \$23,590 from the 2015 projection of \$527,810 and transfers out increased \$397,770 from the 2015 projected expenditures of \$2,226,400, a net increase of \$421,360 from the 2015 projected total of \$2,754,210.

DEBT SERVICE

The 2016 Debt Service budget requests expenditures of \$158,320, a decrease of \$3,250 from the 2015 projected budget.

WATER IMPROVEMENT

The 2016 Water Improvement budget requests expenditures of \$79,840, decreasing fund balance by \$52,970 to \$230,793. The largest expenditure, \$76,780 of the total \$79,840, is for debt payments on the Waverly/Holt Road water main extension to the Holt Public Schools.

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SEWER FUND

The 2016 Sewer Fund budget requests expenditures of \$7,141,830, an increase of \$691,310 from the 2015 projected budget.

SEWER FUND ADMINISTRATION

The 2016 Sewer Fund Administration budget requests expenditures of \$710,130, a decrease of \$39,580 from the 2015 projected budget. Of these expenditures, \$15,000 is eligible for SAW grant reimbursement from the State of Michigan.

DEPARTMENT OF PUBLIC SERVICES

The 2016 Department of Public Services budget requests expenditures of \$4,506,810, an increase of \$545,410 from the 2015 projected budget. Of these expenditures, \$830,000 is eligible for SAW grant reimbursement from the State of Michigan.

SEWER FUND CAPITAL OUTLAY

The 2016 Sewer Fund Capital Outlay budget requests expenditures of \$475,000, a decrease of \$254,150 from the 2015 projected budget.

SEWER FUND DEBT

The 2016 Sewer Fund Debt budget requests expenditures of \$1,763,500, an increase of \$7,440 from the 2015 projected budget.

STORMWATER

The 2016 Stormwater budget requests expenditures of \$451,230, a decrease of \$1,270 from the 2015 projected budget.

ADJOURNMENT

Meeting adjourned at 1:56 p.m.

Date: September 15, 2015

Evan Hope, Township Clerk

Date: September 15, 2015

C.J. Davis, Supervisor

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