

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JULY 21, 2015**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, July 21, 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 John Hayhoe, Megan Ketchum

Members Absent: Trustees Jon Harmon, DiAnne Warfield

BUSINESS

COMMUNITY DEVELOPMENT DEPARTMENT – JUNE ACTIVITY REPORT

Tracy Miller, Director of Community Development, reported on the highlights of the June Community Development Department Activity Report (ATTACHMENT I).

Ms. Miller reported on the upcoming Ram Trail construction project. She informed the Board that the Ram Trail project would be expanded to include improvements to Holt Road in the area just west of Eifert Road. This is necessary because soil borings have revealed that the original plan to install sheet pilings to protect the trail during the future Holt Road reconstruction project will not be sufficient. Repairing this section of Holt Road at the same time the trail is being built is the best option. Further, there will be Congestion Mitigation Air Quality (CMAQ) grant dollars that can be used to fund the entire project since the bids came in lower than engineer's estimates for the trail itself. The Township will continue to work in partnership with the Ingham County Road Department to implement this exciting project.

Ms. Miller stated that a site plan was submitted to modify an existing site plan that was given approval in 2006 within Aspen Lakes.

Ms. Miller reported on the upcoming construction of Taco Bell on Cedar Street and the gas station on the corner of Holt and Aurelius Roads.

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

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

FIRE DEPARTMENT – JUNE ACTIVITY REPORT

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

Fire Chief Ball reported on several events in the surrounding area where shared services have worked together seamlessly.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JULY 21, 2015**

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 6:53 p.m.

Date: August 4, 2015

Evan Hope, Township Clerk

Date: August 4, 2015

C.J. Davis, Supervisor

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SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 21, 2015**

Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, July 21, 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 John Hayhoe, Megan Ketchum

Members Absent: Trustees Jon Harmon, DiAnne Warfield

COMMENTS FROM THE PUBLIC - None

CONSENT AGENDA

- A. Approval of Minutes – Committee of the Whole Meeting of July 7, 2015
- B. Approval of Minutes – Regular Meeting of July 7, 2015
- C. Approval of Claims – July 7, 2015 (ATTACHMENT I)
- D. Approval of Payroll – July 16, 2015 (ATTACHMENT II)

Sweet moved to approve the Consent Agenda as presented.

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

MOTION CARRIED

NEW BUSINESS

RESOLUTION NO. 2015-013 – ROAD IMPROVEMENT AND SPECIAL ASSESSMENT DISTRICT – ENGLISH MEADOWS SUBDIVISION

The Board reviewed memorandums dated July 14, 2015 from Twp. Mgr. Elsinga and June 30, 2015 from Tracy Miller, Director of Community Development (ATTACHMENT III).

Hayhoe moved to adopt Resolution No. 2015-013, which is the first of five resolutions to initiate a Special Assessment District to defray the cost of construction for road improvements for English Meadows Subdivision.

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

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 21, 2015**

**AMENDMENT TO ORDINANCE NO. 70 – ENFORCEMENT AUTHORITY, INTRODUCTION
AND FIRST CONSIDERATION (PROPOSED ORDINANCE NO. 70.13)**

The Board reviewed memorandums dated July 15, 2015 from Twp. Mgr. Elsinga and July 14, 2015 from Brian Ball, Fire Chief (ATTACHMENT VII).

Hope moved upon introduction and first consideration, to amend Township Ordinance No. 70, which enables fire department personnel to provide for enforcement of this ordinance through civil citations, appearance tickets or legal process, as permitted by law (Proposed Township Ordinance No. 70.13).

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

AUDIT PROPOSAL FOR 2015-2019 – MANER COSTERISAN PC

The Board reviewed memorandums dated July 13, 2015 from Twp. Mgr. Elsinga and July 2, 2015 from Gail Meredith, Accounting Technician (ATTACHMENT VIII).

Hayhoe moved to approve the proposal from Maner Costerisan PC to provide auditing services to Delhi Charter Township for the fiscal years 2015 through 2019 at a cost of \$22,750 the first year with a 3% increase each year thereafter.

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

**APPLICATION FOR PUBLIC FIREWORKS DISPLAY PERMIT – DELHI CHARTER
TOWNSHIP PARKS & RECREATION**

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

Sweet moved to approve the application for Public Fireworks Display Permit from Delhi Charter Township Parks and Recreation to be held on August 22, 2015 at the Holt Hometown Festival.

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

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JULY 21, 2015**

RESOLUTION NO. 2015-014 – SET PUBLIC HEARING – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – ENGLISH MEADOWS SUBDIVISION

The Board reviewed a memorandum dated July 15, 2015 from Twp. Mgr. Elsinga (ATTACHMENT IV).

Ketchum moved to adopt Resolution No. 2015-014, which is the second of five resolutions in which plans and estimates for the construction of road improvements for the proposed English Meadows Subdivision Special Assessment District be filed with the Township Clerk, and sets a public hearing for August 18, 2015 at 7:45 p.m. to determine its need and necessity.

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

AMENDMENT NO. 1 TO RESOLUTION NO. 2015-007 – MODIFY AND/OR ESTABLISH FEES FOR DEPARTMENT OF COMMUNITY DEVELOPMENT

The Board reviewed a memorandum dated July 13, 2015 from Tracy Miller, Director of Community Development (ATTACHMENT V).

Hayhoe moved to adopt Amendment No. 1 to Resolution No. 2015-007 which modifies and/or establishes fees for permitting, planning and rental program functions within the Department of Community Development.

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

COLLECTIVE BARGAINING AGREEMENT – IAFF LOCAL 421-A

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

Sweet moved to approve the Collective Bargaining Agreement between Delhi Charter Township and the Delhi-Lansing Area Professional Firefighters Association, IAFF Local 421-A, effective January 1, 2015 and expiring December 31, 2018.

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

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
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REPORTS

SUPERVISOR

Supervisor Davis reported that he met with Dr. David Hornack, Holt Public Schools Superintendent. One item that was discussed was regarding a joint partnership between the Township and school district to help promote the school/township partnerships via a "video club".

TREASURER

Treasurer Sweet reported on the 2nd Quarter Investment Report (ATTACHMENT X).

CLERK

Clerk Hope reported on the Music in the Garden Concert series.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga reported on the Ingham County Drain Commissioner's Office apportionment hearing held on July 8, 2015 regarding drains that were recently consolidated.

LIMITED PUBLIC COMMENTS – None

ADJOURNMENT

Meeting adjourned at 7:56 p.m.

Date: August 4, 2015

Evan Hope, Township Clerk

Date: August 4, 2015

C.J. Davis, Supervisor

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SUBJECT TO APPROVAL