

DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE

Community Services Center
2074 Aurelius Road, Holt, MI 48842
(517) 694-2137

Tuesday

October 6, 2020

6:00 p.m.

**The Committee of the Whole
Meeting is CANCELLED due to Lack
of Agenda Items**

Pursuant to the Governor's Executive Order 2020-75, the Township Board will conduct its October 6, 2020 meeting remotely. To access the remote meeting visit <https://us02web.zoom.us/j/87271680343?pwd=U3FBYlcxNzJlQ92VC96L0p4d0dsUT09> and enter password 429628 or visit zoom.us (meeting ID 872 7168 0343)

DELHI CHARTER TOWNSHIP BOARD MEETING

2074 Aurelius Road, Holt 48842 (517) 694-2137

Tuesday, October 6, 2020

7:00 p.m.

Agenda

Call the Meeting to Order

Roll Call

Protocol for Comments from the Public during Virtual Meetings – To ensure the integrity and productiveness of the Township Board meeting while using virtual/web meetings the following guidelines will be followed: 1 – All participants except the Board will be kept on mute until such time that public comments are appropriate; 2 – Comments shall be limited to 90 seconds; 3 – To comment on an agenda item during that item select the “raise hand” feature located at the bottom of your zoom screen. The moderator will announce you by name and then unmute you. You will have 90 seconds to speak only on that agenda item before being placed back on mute; 4 – General Comments will be limited to the end of the meeting only. To make a general comment select the “raise hand” feature located at the bottom of your zoom screen. The moderator will unmute you when it is your turn to comment. You will have 90 seconds to speak on any Township related matter before being placed on mute again.

These guidelines are established to ensure virtual meetings run smoothly and without unnecessary interruption. Any participant found to be disruptive or using inappropriate language or material will be removed from the meeting immediately.

Set/Adjust Agenda

1. State of the Sewer Fund Report

Unfinished Business

Consent Agenda

2.
 - a) Approval of Minutes – Regular Meeting of September 1, 2020
 - b) Approval of Minutes – Budget Workshop Meeting of September 8, 2020
 - c) Approval of Claims – September 8, 2020
 - d) Approval of Claims – September 22, 2020

- e) Approval of Payroll – September 3, 2020
- f) Approval of Payroll – September 17, 2020
- g) Approval of Payroll – October 1, 2020
- h) Set Public Hearing – FY 2021 Budgets

Zoning and Development

New Business

- 3. Interagency Cash Transfer Agreement between Delhi Charter Township and Michigan Rehabilitation Services
- 4. Deputy Pay Stipend

Items Removed From Consent Agenda For Discussion

Late Agenda Items

- 5.
- 6.
- 7.

Reports

- 8. Supervisor:
- 9. Treasurer:
- 10. Clerk:
- 11. Trustees:
- 12. Manager:

General Comments

Please see “Protocol for Comments from the Public during Virtual Meetings “at beginning of the Agenda for instructions on how to make a general comment.

Adjournment

The Township will provide reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact Delhi Charter Township, Evan Hope, Township Clerk, 694-2135.

ALL PAGERS, CELL PHONES, RADIOS AND SIMILAR DEVICES ARE TO BE TURNED OFF OR TO SILENT MODE DURING ALL BOARD MEETINGS.

State of the Sewer Fund Report

Verbal

Recommended Motion:

To approve the Consent Agenda as presented.

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 1, 2020**

Delhi Charter Township Board of Trustees, pursuant to the Governor's Executive Order 2020-75, conducted its regular September 1, 2020 meeting remotely. Clerk Hope called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor John Hayhoe, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Pat Brown, Stuart Goodrich, Tom Lenard, DiAnne Warfield

Members Absent: None

Hope moved, Lenard supported, to appoint Trustee Warfield as Chairperson Pro-Tem either for the entire meeting or until a time when Supervisor Hayhoe's audio begins working.

A Voice Poll Vote was recorded as follows:

All Ayes

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Regular Meeting of August 18, 2020
- B. Approval of Claims – August 25, 2020 (ATTACHMENT I)
- C. Approval of Payroll – August 20, 2020 (ATTACHMENT II)
- D. Acceptance of Sanitary Sewer System for Redwood USA Apartments (ATTACHMENT III)

Brown moved, Sweet supported, to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Lenard, Sweet, Warfield, Brown, Goodrich

MOTION CARRIED

NEW BUSINESS

AMENDMENT NO. 1 TO RESOLUTION NO. 2019-011 – GENERAL FUND BUDGET

The Board reviewed a memorandum dated August 26, 2020 from Twp. Mgr. Miller (ATTACHMENT IV).

Lenard moved, Brown supported, to adopt Amendment No. 1 to Resolution No. 2019-011 for the Fiscal Year 2020 General Fund Budget.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 1, 2020**

A Roll Call Vote was recorded as follows:

Ayes: Hope, Lenard, Sweet, Warfield, Brown, Goodrich, Hayhoe

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2019-012 – FY 2020 SEWER FUND BUDGET

The Board reviewed a memorandum dated August 26, 2020 from Twp. Mgr. Miller (ATTACHMENT V).

Goodrich moved, Hope supported, to adopt Amendment No. 1 to Resolution No. 2019-012 for the Fiscal Year 2020 Sewer Fund Budget.

A Roll Call Vote was recorded as follows:

Ayes: Lenard, Sweet, Warfield, Brown, Goodrich, Hayhoe, Hope

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2019-013 – FY 2020 FIRE FUND BUDGET

The Board reviewed a memorandum dated August 26, 2020 from Twp. Mgr. Miller (ATTACHMENT VI).

Brown moved, Hope supported, to adopt Amendment No. 1 to Resolution No. 2019-013 for the Fiscal Year 2020 Fire Fund Budget.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Brown, Goodrich, Hayhoe, Hope, Lenard

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2019-014 – FY 2020 EMS EQUIPMENT AND VEHICLE FUND BUDGET

The Board reviewed a memorandum dated August 26, 2020 from Twp. Mgr. Miller (ATTACHMENT VII).

Lenard moved, Sweet supported, to adopt Amendment No. 1 to Resolution No. 2019-014 for the Fiscal Year 2020 Fire EMS Equipment and Vehicle Fund Budget.

A Roll Call Vote was recorded as follows:

Ayes: Warfield, Brown, Goodrich, Hayhoe, Hope, Lenard, Sweet

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 1, 2020**

AMENDMENT NO. 1 TO RESOLUTION NO. 2019-016 – FY 2020 PARKS AND RECREATION FUND BUDGET

The Board reviewed a memorandum dated August 26, 2020 from Twp. Mgr. Miller (ATTACHMENT VIII).

Goodrich moved, Warfield supported, to adopt Amendment No. 1 to Resolution No. 2019-016 for the Fiscal Year 2020 Parks and Recreation Fund Budget.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Goodrich, Hayhoe, Hope, Lenard, Sweet, Warfield

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2019-019 – FY 2020 DOWNTOWN DEVELOPMENT AUTHORITY FUND BUDGET

The Board reviewed a memorandum dated August 26, 2020 from Twp. Mgr. Miller (ATTACHMENT IX).

Brown moved, Goodrich supported, to adopt Amendment No. 1 to Resolution No. 2019-019 for the Fiscal Year 2020 Downtown Development Authority Fund Budget.

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hayhoe, Hope, Lenard, Sweet, Warfield, Brown

MOTION CARRIED

HOLT ROAD LIFT STATION STANDBY GENERATOR PURCHASE

The Board reviewed memorandums dated September 1, 2020 from Twp. Mgr. Miller and Sandra Diorka, Director of Public Services (ATTACHMENT X).

Lenard moved, Goodrich supported, to approve the quote from B & D Electrical, Inc. in the amount of \$41,681 for the Holt Road Lift Station Portable Generator.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Lenard, Sweet, Warfield, Brown, Goodrich

MOTION CARRIED

REPORTS

TREASURER

Treasurer Sweet reported on the May/June 2020 State Revenue Sharing. The Federal Cares Act payment has been received. The City, Village and Township Revenue Sharing program has been terminated.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 1, 2020**

Treasurer Sweet reported that his office has to-date collected just over \$1,000,000 in Summer Property Taxes (approximately 60%).

TRUSTEES

Trustee Brown

Trustee Brown reported on a recent Kiwanis Club meeting, the speaker reported on global warming.

A local business, Gravity Smokehouse and BBQ, celebrated its one-year anniversary.

Trustee Lenard

Trustee Lenard reported on the 2020-2021 school year amid the COVID-19 pandemic.

TOWNSHIP MANAGER

Twp. Mgr. Miller remind the Board of the upcoming 2021 Budget Workshop to be held on September 8, 2020 at 8:30 a.m. (note new start time) via Zoom.

Twp. Mgr. Miller reported that she has checked into various service providers regarding the video recording of Board meeting. The 2021 Budget will have figures in it to reference this.

Twp. Mgr. Miller reported that Fire Chief Brian Ball and Tricia VanderPloeg have been working on a grant from the Michigan Department of Treasury to help first responders receive hazard pay due to the COVID-19 pandemic.

LIMITED PUBLIC COMMENTS

Randy Maiville, Ingham County Commissioner representing the 6th District, commented that if he could assist the Board or residents with anything to please contact him

Pam Lay, 4239 Watson, commented on speeding on Township streets.

ADJOURNMENT

Goodrich moved, Sweet supported, to adjourn the September 1, 2020 meeting.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Lenard, Sweet, Warfield, Brown, Goodrich, Hayhoe

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 1, 2020**

Meeting adjourned at 7:31 p.m.

Date: September 18, 2020

Evan Hope, Township Clerk

Date: September 18, 2020

John Hayhoe, Supervisor

/af

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 8, 2020**

Delhi Charter Township Board of Trustees, pursuant to the Governor's Executive Order 2020-75, conducted its regular September 8, 2020 meeting remotely. Supervisor Hayhoe called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor John Hayhoe, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Pat Brown, Stuart Goodrich, Tom Lenard, DiAnne Warfield

Members Absent: None

NEW BUSINESS

FISCAL YEAR 2020 BUDGETS

DOWNTOWN DEVELOPMENT AUTHORITY

The 2021 Downtown Development Authority Budget requests expenditures of \$1,004,800 and transfers out to debt service funds of (\$1,105,810), a decrease of \$666,260 from the 2020 projected budget.

DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUNDS

The three 2021 Downtown Development Authority Debt Services Fund Budgets request expenditures of \$1,105,810, an increase of \$5,940 from the 2020 projected budget.

BROWNFIELD AND LOCAL SITE REMEDIATION

Brownfield Fund Budget

The 2021 Brownfield Fund Budget requests expenditures of \$379,000, an increase of \$8,680 from the 2020 projected budget.

Local Brownfield Revolving Fund Budget

The 2021 Local Brownfield Revolving Fund Budget requests expenditures of \$35,270, a decrease of \$380,000 from the 2020 projected budget.

FIRE FUND

The 2021 Fire Fund budget requests expenditures of \$2,780,500, an increase of \$129,600 from the 2020 projected budget.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 8, 2020**

FIRE EMS EQUIPMENT AND VEHICLE FUND

The 2021 Fire Fund EMS Equipment and Vehicle Fund budget requests expenditures of \$425,000. This budget reflects capital outlay purchases, equipment and supplies, and a continued systematic replacement and repair of turnout gear. This 2021 budget also includes expenditures to repair and maintain radio equipment, miscellaneous equipment, and vehicles.

LEGISLATIVE

The 2021 Legislative Budget requests expenditures of \$254,620, an increase of \$145,210 from the 2020 projected actual expenditures. The increase is due largely from the addition of estimated costs for broadcasting board meetings. This budget includes continued memberships in Michigan Townships Association, Michigan Association of Township Supervisors, Holt/Dimondale School Business Alliance, Capital Area Safety Council, Michigan Municipal League, and the Lansing Economic Area Partnership.

MANAGER

The 2021 Manager Budget requests expenditures of \$574,170, which is an increase of \$198,900 from 2020 projected actual expenditures. The increase for 2021 includes expenses such as communication consulting, retiree benefits and the Township's liability insurance and bonds which were previously budgeted for under Other Functions. This budget also reflects the cost of three full-time staff members (Township Manager, Director of Human Resources, and Executive Assistant) to meet its goals and objectives. The 2022 forecasted budget is currently suggesting total departmental expenditures of \$584,550, which would be an increase from 2022 primarily for inflationary factors. In 2023, the department forecasts expenditures in the amount of \$596,530 which is an increase over 2022 of \$11,980, due primarily to inflationary factors again. Forecasts are subject to refinement in future budget years, but the inclusion of them now helps to more effectively plan for the future.

ACCOUNTING

The 2021 Accounting Budget request is for \$185,840 an increase of \$31,950 from the projected 2020 budget. Most of the increase is due to inclusion of retiree expenditures and an actuarial study previously budgeted elsewhere. The 2022 and 2023 forecasts both increase 2% from the previous year due to estimated inflationary factors. The 2021-2023 budget/forecasts include a contracted Director and a full-time Accounting Technician. Fifteen hours of accounting activities performed by staff in the Manager's Office are allocated to the Accounting Department.

CLERK/ELECTIONS

Clerk

The 2021 Clerk's Budget shows 2020 projected expenditures to be \$294,810, a decrease of \$19,350 from 2020 budgeted expenditures. This is due to participation in the Work Share

SUBJECT TO APPROVAL

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Program and reduction in other line items such as passport postage, publishing and education due to COVID-19 shutdown. 2021 requested expenditures are \$380,250. This increase is due to cost of living salary increases and reclassification of general fund postage and retiree benefits and other line items that were not in the Clerk budget in previous years. The 2022 forecasted budget is currently suggesting total departmental expenditures of \$391,600. In 2023, the department forecasts expenditures in the amount of \$403,440. Increases for 2022 and 2023 are due primarily to inflationary factors. Forecasts are subject to refinement in future budget years, but the inclusion of them now helps plan for the future.

Elections

The 2021 Elections Budget shows 2020 projected expenditures to be \$241,580. This is due to the purchase of the high-speed tabulators and adjudication system for the mail/absentee ballots. It was originally planned to pay for this equipment from both the 2019 and 2020 budgets. The equipment was not purchased until 2020 so the entire cost is in the 2020 budget. However, the 2020 budget will realize a savings of almost \$34,000 in Election Inspector costs because we no longer need as many workers at the precincts due to the higher volume of mail/absentee ballots. The 2022 forecasted budget is currently suggesting total departmental expenditures of \$121,650 to conduct two elections. In 2023, the department forecasts expenditures in the amount of \$14,700 for basic supplies for voter registration administration and maintenance contracts for equipment. There are no planned elections for 2023. Forecasts are subject to refinement in future budget years, but the inclusion of them now helps plan for the future.

INFORMATION TECHNOLOGY

The 2021 Information Technology Budget reflects expenditures of \$303,550, an increase of \$44,000 from the 2020 projected budget expenditure of \$259,550. The increase results primarily from retiree benefits and general office supplies which were added to the IT budget due to the elimination of the Other Functions account in the General Fund. 2022 and 2023 budget forecast numbers are modest increases (\$311,230 and \$317,050 respectively) based on increasing costs due to inflation. No capital improvement projects are forecasted through 2023, but the server in the Community Services Center will probably need to be replaced around 2025.

TREASURER

The 2021 Treasurer's Budget requests expenditures of \$341,150. This is an increase of \$69,770 from 2020 projected due to the addition of retiree benefits previously budgeted in the Other Functions department, which is being eliminated. This budget reflects a part-time treasurer, full time assistant treasurer and senior account clerk, part-time cashier/account clerk as well as payment for 500 hours of additional part-time help. The 2022 and 2023 budget forecast include modest increases for payroll and benefits. No capital expenditures in the Treasurer's department are currently anticipated for 2022 and 2023.

ASSESSING

SUBJECT TO APPROVAL

DELHI CHARTER TOWNSHIP
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The 2021 Assessing Budget requests expenditures of \$397,520. The budget reflects three full-time employees, as well as a part-time property inspector to meet the Department's goals.

INFRASTRUCTURE

The 2021 Infrastructure Budget reflects expenditures of \$1,082,800 which is an increase of \$434,080 from the 2020 projected expenditures, largely due to the McCue Road improvement project. Project timing for infrastructure improvements can be challenging due to external changes in funding sources, agency priority changes or other factors not within the Township's control. Therefore, the budget represents the best information available at the time it is adopted or amended but it is understood that these factors may influence this budget more than others. Forecasts for 2022 and 2023 should be viewed with this in mind. This budget anticipates the remaining expenditures being funded from general fund revenues.

COMMUNITY DEVELOPMENT

The 2021 Community Development Budget request is for \$883,020, an increase of \$154,110 from the 2020 budget of \$728,910. The anticipated 2020 actual expenditure is \$76,110 less than budgeted. The increase from 2020 to 2021 is due to the expected cost of the required Master Plan amendment, placemaking artwork, and the inclusion of retiree benefits. The placemaking artwork project planned for 2021 would only occur if an anticipated grant is received. Retiree benefits were previously recorded elsewhere in the Township budget but will continue to be included in this departmental budget in future years.

BUILDING AND GROUNDS

The 2021 Building and Grounds Budget requests expenditures of \$766,770. The budget reflects four full-time positions, plus expenditures for equipment, buildings, and grounds maintenance. This budget will allow the township to maintain township grounds and facilities that add to the quality of life in Delhi Township.

PARKS, TRAILS AND RECREATION

Parks Administration

The 2021 Parks and Recreation Administration Budget requests expenditures of \$355,430. The budget reflects three full-time positions. This budget will allow us to continue providing quality parks, recreation programs, and social activities that add to the quality of life in Delhi Township and serves as a model of cooperation between the Township and Holt Public Schools.

Parks

The 2021 Parks Budget requests expenditures of \$910,630. The budget reflects three full-time positions, approximately 12 seasonal employees, plus expenditures for equipment, buildings, and grounds maintenance. This budget will allow us to maintain the parks grounds and facilities

SUBJECT TO APPROVAL

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that add to the quality of life in Delhi Township. This includes capital outlay of \$60,000 for mowing equipment and \$200,000 to fund the Hayhoe Trail.

Recreation

The 2021 Recreation Budget requests expenditures of \$62,320. The budget reflects equipment, awards, officials for recreation programs and cost associated with township special events. This budget will allow us to provide quality recreation programs, and social activities that add to the quality of life in Delhi Township and serves as a model of cooperation between the Township and Holt Public Schools.

STORMWATER

The 2021 Stormwater Budget requests expenditures of \$593,320, an increase of \$70,340 from the 2020 projected budget. This increase is due to increases in Township-at-Large Drain assessments for 2021, which are assessed by the Ingham County Drain Commissioner.

SEWER FUND, SUMMARY AND REVENUES

The 2021 Sewer Fund budget estimates revenues of \$7,595,840, an increase of 174,840 from the projected 2020 budget.

SEWER ADMINISTRATION

The 2021 Sewer Administration Budget requests expenditures of \$984,540, an increase of \$22,610 from the 2020 projected budget.

DEPARTMENT OF PUBLIC SERVICES

The 2021 Department of Public Services Budget requests expenditures of \$4,614,340, an increase of \$190,700 from the 2020 projected budget. This increase is due in large part to \$400,000 for sewer repairs.

SEWER CAPITAL OUTLAY

The 2021 Sewer Capital Outlay Budget requests expenditures of \$1,175,630, a decrease of \$1,867,430 from the 2020 projected budget. The 2021 budget included plans for a second \$7.5 million asset management bond with work to be completed in 2022.

SEWER DEBT

The 2021 Sewer Debt Fund budget requests expenditures of \$2,717,800, an increase of \$234,190 from the 2020 projected budget.

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**DELHI CHARTER TOWNSHIP
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POLICE FUND

The 2021 Police Fund budget requests expenditures of \$2,937,750, an increase of \$73,960 from the 2020 projected actual expenditures (which requires a transfer of \$1,654,310 from the General Fund).

WATER IMPROVEMENT

The 2021 Water Improvement Fund budget requests expenditures of \$76,790, decreasing fund balance by \$46,290 to \$451,950. The largest expenditure, \$73,990 of the total \$76,790, is for debt payments on the Waverly/Holt Road water main extension to the Holt Public Schools.

STREET IMPROVEMENT DEBT SERVICE

The 2021 Street Improvement Debt Service Fund budget requests expenditures of \$33,170, an increase of \$4,360 from the 2020 projected budget.

LIMITED PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 11:28 a.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

John Hayhoe, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

September 8, 2020

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated September 8, 2020 numbered 99929 thru 99972 & ACH 7092 thru 7125. Every invoice has a payment authorizing signature(s).

Dated: September 8, 2020

Jaymie Guzzo, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated September 8, 2020 show payments made from the following funds:

General Fund	\$	55,099.19
Fire Fund		3,297.20
Police Fund		235,782.41
Parks, Trails, & Recreation Fund		4,183.08
Fire EMS Equipment & Vehicle		6,993.82
Downtown Development Fund		90,373.32
Sewer Fund		143,651.50
Custodial Fund		1,965.02
Current Tax Account		33,864.00
Grand Total	\$	<u>575,209.54</u>

Includes the following to be reimbursed from separate bank accounts:

Farmers Market Account	\$	5,932.60
Current Tax Account	\$	33,864.00

III. Approval for Distribution: I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$20,000.00 have been approved by general policy or previous motions of the board.

Tracy Miller, 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 September 15, 2020 a motion was made by _____ and passed by ____ yes votes and ____ no votes (____ absent) that the list of claims dated September 8, 2020 was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 08/26/2020 - 09/08/2020

Vendor	Invoice Desc.	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
RESERVE ACCOUNT	POSTAGE & PERMITS	10,000.00
	Total For Dept 000.00	10,000.00
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE CO	TRUSTEES LIFE INSURANCE	26.40
	Total For Dept 101.00 LEGISLATIVE	26.40
Dept 171.00 MANAGER		
HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	111.76
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	31.13
	Total For Dept 171.00 MANAGER	142.89
Dept 191.00 ACCOUNTING		
HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	28.60
MANER COSTERISAN	ACCOUNTING SERVICES - JULY	1,045.00
	Total For Dept 191.00 ACCOUNTING	1,073.60
Dept 215.00 CLERK		
HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	84.04
	Total For Dept 215.00 CLERK	84.04
Dept 228.00 INFORMATION TECHNOLOGY		
HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	33.44
ACD.NET, INC.	SEPTEMBER FIBER CHARGES	655.50
JPMORGAN CHASE BANK	HDMI TO VGA ADAPTER	7.59
JPMORGAN CHASE BANK	WEBCAM & MICROPHONE	57.98
JPMORGAN CHASE BANK	ZOOM SUBSCRIPTION (COVID)	58.29
	Total For Dept 228.00 INFORMATION TECHNOLOGY	812.80
Dept 253.00 TREASURERS		
HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	55.88
	Total For Dept 253.00 TREASURERS	55.88
Dept 257.00 ASSESSING		
HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	76.12
	Total For Dept 257.00 ASSESSING	76.12
Dept 262.00 ELECTIONS		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	119.44
JPMORGAN CHASE BANK	BALL POINT PENS	5.30
JPMORGAN CHASE BANK	DYMO ADDRESS LABELS	113.09
JPMORGAN CHASE BANK	RCA CAMBIO TABLETS (6)	614.76
JPMORGAN CHASE BANK	SILICONE CASE COVER	99.50

JPMORGAN CHASE BANK	ELECTION SUPPLIES	20.67
JPMORGAN CHASE BANK	ELECTION SUPPLIES	35.51
JPMORGAN CHASE BANK	AVBC LUNCH/DINNER	21.99
JPMORGAN CHASE BANK	DINNER FOR AVCB WORKERS	127.32
JPMORGAN CHASE BANK	LUNCH FOR AVCB WORKERS	244.52
JPMORGAN CHASE BANK	I VOTED BY MAIL STICKERS	76.51
JPMORGAN CHASE BANK	SHREDDING - ELECTIONS	334.37
JPMORGAN CHASE BANK	ELECTION INSPECTOR WEB SIGN UP	49.99
USA TODAY NETWORK	PUBLISHING/LEGAL NOTICES	846.00
	Total For Dept 262.00 ELECTIONS	2,708.97

Dept 265.00 BUILDING & GROUNDS

HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	94.16
MODEL COVERALL SERVICE	UNIFORMS	26.75
JPMORGAN CHASE BANK	SANITARY WIPES & TP	230.02
JPMORGAN CHASE BANK	SANITARY WIPES AND TP	201.69
SAM'S CLUB DIRECT	TOILET PAPER & SIMPLE GREEN CLEANER	47.77
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF	630.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	1,050.00
ACD.NET, INC.	GENERAL FUND CHARGES	766.74
ACD.NET, INC.	LIBRARY CHARGES	88.78
BYRUM ACE HARDWARE	CAULK - FIRE DEPT DOOR	2.99
PURE GREEN LAWN & TREE	2045 S. CEDAR/ICSD	25.00
AYLES TREE SERVICE, INC	TREE REMOVEL AND STUMP GRIND	1,500.00
HAMMOND FARMS SOUTH	MULCH/MAPLE RIDGE	67.50
JPMORGAN CHASE BANK	CONCRETE REPAIR MATERIALS - CSC	106.00
SUPERIOR SAW	IGNITION MODULE	129.55
SUPERIOR SAW	BLADE	34.44
LOWE'S CREDIT SERVICES	AIR HOSE	158.28
	Total For Dept 265.00 BUILDING & GROUNDS	5,159.67

Dept 446.00 INFRASTRUCTURE

BOARD OF WATER & LIGHT	STREETLIGHTS	9,500.84
CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	16,556.06
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	81.44
CONSUMERS ENERGY	LED STREETLIGHTS ACCT #9205	2,908.54
	Total For Dept 446.00 INFRASTRUCTURE	29,046.88

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	129.80
HUBBELL, ROTH & CLARK, INC	SITE PLAN REVIEW 2457 CEDAR	841.08
HUBBELL, ROTH & CLARK, INC	SITE PLAN REVIEW 1284 N CEDAR	643.20
HUBBELL, ROTH & CLARK, INC	ADA RAMP INSPECTION	288.36
ACD.NET, INC.	SEPTEMBER FIBER CHARGES	95.47
JPMORGAN CHASE BANK	COPY MACHINE LEASE PAYMENT	1,078.88
DARRIN BENNETT	BUILDING OFFICIALS PAYMENT REIMB TO STAT	50.00
	Total For Dept 721.00 PLANNING/COMMUNITY DE	3,126.79

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE CO	RETIREES LIFE INSURANCE	54.60
WENDY THIELEN	AUGUST 2020 IN LIEU OF INSURANCE	350.00
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	61.99
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	19.47
LEWIS PAPER INTERNATIONAL	#1200 MULTIQUE COPY PAPER	1,482.50
LEWIS PAPER INTERNATIONAL	DIESEL & ENVIRONMENTAL FEE	5.00
RICOH USA, INC.	RICOH MAINT AGREEMENT	166.54
JPMORGAN CHASE BANK	LED SIGN	83.04
JPMORGAN CHASE BANK	WEB HOSTING	1.00
JPMORGAN CHASE BANK	MUSIC SERVICE - CSC	26.95
JPMORGAN CHASE BANK	MAIL MACHINE INK	169.56
ACD.NET, INC.	GENERAL FUND PHONE LEASE-PRINCIPAL	362.69
ACD.NET, INC.	GENERAL FUND PHONE LEASE-INTEREST	1.81
	Total For Dept 850.00 OTHER FUNCTIONS	<u>2,785.15</u>
	Total For Fund 101 GENERAL FUND	<u><u>55,099.19</u></u>

Fund 206 FIRE FUND

Dept 000.00		
BRIAN BALL	REIMB FOR RETURNED DIRECT DEPOSIT	60.00
	Total For Dept 000.00	<u>60.00</u>

Dept 336.00 FIRE DEPARTMENT

HARTFORD LIFE INSURANCE CO	RETIREES LIFE INSURANCE	4.20
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE	336.84
BARYAMES CLEANERS	UNIFORM CLEANING	241.15
TRI-COUNTY EMERGENCY	EMS FORMS	10.00
JPMORGAN CHASE BANK	LIFE SUPPORT VEHICLE LICENSE RENEWAL	200.00
ACD.NET, INC.	FIBER CHARGES	224.25
VERIZON WIRELESS	CELLULAR	175.24
ACD.NET, INC.	FIRE CHARGES	223.46
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	40.24
CONSUMERS ENERGY	GAS 6139 BISHOP	18.25
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	102.11
SAM'S CLUB DIRECT	TOILET PAPER & SIMPLE GREEN CLEANER	71.76
TARGETSOLUTIONS LEARNING	ONLINE TRAINING	741.60
TARGETSOLUTIONS LEARNING	ONLINE TRAINING	741.60
ACD.NET, INC.	FIRE PHONE LEASE	106.50
	Total For Dept 336.00 FIRE DEPARTMENT	<u>3,237.20</u>
	Total For Fund 206 FIRE FUND	<u><u>3,297.20</u></u>

Fund 207 POLICE FUND

Dept 301.00 POLICE		
INGHAM COUNTY TREASURER	AUGUST 2020 POLICE CONTRACT	235,782.41
	Total For Dept 301.00 POLICE	<u>235,782.41</u>
	Total For Fund 207 POLICE FUND	<u><u>235,782.41</u></u>

Fund 208 PARKS, TRAILS, & RECREATION FUND

Dept 752.00 PARKS ADMINISTRATION

HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	89.76
JPMORGAN CHASE BANK	ANNUAL DUES MI PARKS & REC	640.00
ACD.NET, INC.	FIBER CHARGES	103.50
VERIZON WIRELESS	CELLULAR	2.28
ACD.NET, INC.	PARKS CHARGES	196.83
JPMORGAN CHASE BANK	SENIOR CENTER FOOD LICENSE	480.00
JPMORGAN CHASE BANK	SENIOR CENTER MOVIE LICENSE	373.03
Total For Dept 752.00 PARKS ADMINISTRATION		<u>1,885.40</u>

Dept 771.00 PARKS

HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	66.88
AMERICAN RENTALS, INC.	PORTABLE TOILETS	181.00
AMERICAN RENTALS, INC.	PORTABLE TOILETS	153.00
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	111.30
JPMORGAN CHASE BANK	CHILDS SWINGS/REPLACING 1 AND A SPAIR	279.00
D & G EQUIPMENT INC	RELAY FOR MOWERS	40.26
SUPERIOR SAW	THROTTLE/GASKET	48.00
LOWE'S CREDIT SERVICES	PARTS FOR TRAILERS	36.74
LOWE'S CREDIT SERVICES	PARTS FOR TRAILERS	20.40
JPMORGAN CHASE BANK	TAIL LIGHT	274.10
JPMORGAN CHASE BANK	TAIL LIGHT - CORE RETURN CREDIT	(50.00)
Total For Dept 771.00 PARKS		<u>1,160.68</u>

Dept 774.00 RECREATION

HAMMOND FARMS SOUTH	STONE DUST FOR FIELDS	1,035.00
HAMMOND FARMS SOUTH	DELIVERY	102.00
Total For Dept 774.00 RECREATION		<u>1,137.00</u>

Total For Fund 208 PARKS, TRAILS, & RECREATION FUND 4,183.08

Fund 211 FIRE EMS EQUIP & VEHICLE FUND

Dept 339.00 EQUIPMENT & APPARATUS

SAFEWARE, INC	HYDROGEN SULFIDE SENSOR	176.85
THE PARTS PLACE	OIL DRY	39.20
BOUND TREE MEDICAL, LLC	MISC MEDICAL	14.40
BOUND TREE MEDICAL, LLC	MISC MEDICAL SUPPLIES	203.80
LINDE GAS NORTH AMERICA LLC	CYLINDER RENTAL	486.63
COMMUNICATIONS SERVICES	RADIO REPAIR	1,675.00
H & H WELDING & REPAIR LLC	WELD SKID MOUNT TO B21	1,535.00
AMERICAN TEST CENTER	LADDER TESTING	995.00
JPMORGAN CHASE BANK	BATTERIES FOR EQUIPMENT	491.84
BRIAN BRITTEN	REIMBURSEMENT FOR PARTS PURCHASE	93.93
ROGER'S CLINE TIRE & AUTO	NEW TIRES #529	677.20
THE PARTS PLACE	MOTOR OIL FOR VEHICLES	29.97
THE STRIPE MAN	GRAPHICS #383	575.00
Total For Dept 339.00 EQUIPMENT & APPARATUS		<u>6,993.82</u>

Total For Fund 211 FIRE EMS EQUIP & VEHICLE FUND 6,993.82

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

BENJAMIN J. LALONE	AUGUST VENDOR PAYMENT	49.00
DAVID SPITZLEY	AUGUST VENDOR PAYMENT	45.00
GARDEN BASKET, LLC	AUGUST VENDOR PAYMENT	129.00
PENNY M ILLEMSZKY	AUGUST VENDOR PAYMENT	143.00
LONESOME PINES BEEF	AUGUST VENDOR PAYMENT	175.00
MOO-VILLE	AUGUST VENDOR PAYMENT	283.00
PAMELA REDMAN	AUGUST VENDOR PAYMENT	17.00
ROJAS FARMS	AUGUST VENDOR PAYMENT	240.00
TAMMY KIESELAT	AUGUST VENDOR PAYMENT	55.00
ULRICH FAMILY BAKERIES	AUGUST VENDOR PAYMENT	162.00
WILLOW BLOSSOM FARMS, LLC	AUGUST VENDOR PAYMENT	47.00
DENNIS FANSON	AUGUST VENDOR PAYMENT	89.00
DENISE A. BRZOZOWSKI	AUGUST VENDOR PAYMENT	57.00
CARL PATRICK	AUGUST VENDOR PAYMENT	86.00
EL BURRITO MEXICANO	AUGUST VENDOR PAYMENT	203.00
JACOB MCLEAN	AUGUST VENDOR PAYMENT	16.00
OTTO'S POULTRY, INC	AUGUST VENDOR PAYMENT	2,678.60
ROWE FAMILY FARMS, INC	AUGUST VENDOR PAYMENT	724.00
TIMOTHY DEBRULER	AUGUST VENDOR PAYMENT	50.00
ROBERT PAUL FALSETTA	AUGUST VENDOR PAYMENT	338.00
Total For Dept 000.00		5,586.60

Dept 728.00 DDA ADMINISTRATION

SAM'S CLUB DIRECT	WATER/WIRELESS MOUSE	12.98
THRUN LAW FIRM, P.C.	JULY/AUGUST LEGAL	1,460.80
ABLE CONCRETE, INC.	CONCRETE WORK - 4410 HOLT ROAD	4,864.00
ACD.NET, INC.	SEPTEMBER FIBER CHARGES	51.75
C. HOWARD HAAS	CELL PHONE REIMBURSEMENT	75.00
ACD.NET, INC.	SEPTEMBER FIBER CHARGES	170.90
Total For Dept 728.00 DDA ADMINISTRATION		6,635.43

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	B2B: MEEMIC INSURANCE	2,500.00
BLOHM CREATIVE PARTNERS	B2B: ORTHOPAEDIC REHAB	2,500.00
BLOHM CREATIVE PARTNERS	B2B: STEVEN L MARVIN SALON	2,500.00
BLOHM CREATIVE PARTNERS	B2B: PERSONNEL WORLD	2,800.00
BLOHM CREATIVE PARTNERS	B2B: KITSMILLER RV	2,500.00
BLOHM CREATIVE PARTNERS	B2B GRAVITY SMOKEHOUSE	2,500.00
BLOHM CREATIVE PARTNERS	B2B: OUR DANCE STUDIO	2,500.00
BLOHM CREATIVE PARTNERS	B2B: LANSING INST BEHAVIORAL MED	100.00
BLOHM CREATIVE PARTNERS	B2B: U-PULL & SAVE	2,500.00
BLOHM CREATIVE PARTNERS	B2B: AMERICAN FLOORING	2,970.00
BLOHM CREATIVE PARTNERS	B2B: PREMIER REHAB	2,500.00
BLOHM CREATIVE PARTNERS	B2B: GOODRICH OPTICAL	2,700.00
BLOHM CREATIVE PARTNERS	B2B: ENJOYABLE QUILTING	3,000.00
BLOHM CREATIVE PARTNERS	B2B: APARTMENT SPECIALISTS	3,000.00
BLOHM CREATIVE PARTNERS	B2B: THE WATER STORE	2,500.00
BLOHM CREATIVE PARTNERS	B2B: NEUMANN LAW	2,500.00
ACD.NET, INC.	FARM MKT CHARGES	31.70

ACD.NET, INC.	FARM MKT WI-FI	69.95
BLOHM CREATIVE PARTNERS	JULY DIGITAL MEDIA BUY	1,550.00
SAM'S CLUB DIRECT	WATER	9.96
DAVID SPITZLEY	DOUBLE UP BUCKS	22.00
GARDEN BASKET, LLC	DOUBLE UP BUCKS	10.00
ROJAS FARMS	DOUBLE UP BUCKS	94.00
JACOB MCLEAN	DOUBLE UP BUCKS	16.00
ROWE FAMILY FARMS, INC	DOUBLE UP BUCKS	144.00
ROBERT PAUL FALSETTA	DOUBLE UP BUCKS	60.00

Total For Dept 729.00 DDA MARKETING & PROMOTION 41,577.61

Dept 850.00 OTHER FUNCTIONS

QUALITY FIRST MAID SERVICE, LL	CLEANING SERVICES/DDA	175.00
CONSUMERS ENERGY	ELECTRIC 2176 CEDAR	29.39
CONSUMERS ENERGY	GAS 2176 CEDAR	14.00

Total For Dept 850.00 OTHER FUNCTIONS 218.39

Dept 903.00 CAPITAL OUTLAY-DDA

HUBBELL, ROTH & CLARK, INC	PARKING LOT CONST OBSV THRU 8/8/20	48.06
HUBBELL, ROTH & CLARK, INC	PARKING LOT CONST ADMIN THRU 8/8/20	759.00
HUBBELL, ROTH & CLARK, INC	PARKING LOT PLANS/SPECS THRU 8/8/20	1,635.48
HAYHOE ASPHALT PAVING LLC	PARKING LOT EXPANSION	33,615.75

Total For Dept 903.00 CAPITAL OUTLAY-DDA 36,058.29

Dept 903.17 2017 DDA DEVELOPMENT

HUBBELL, ROTH & CLARK, INC	ASPHALT REHAB THRU 8/8/20	148.50
HUBBELL, ROTH & CLARK, INC	2176 CEDAR LOT STUDY THRU 8/8/20	148.50

Total For Dept 903.17 2017 DDA DEVELOPMENT 297.00

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 90,373.32

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

HOLT PUBLIC SCHOOLS	Basic Service Charge	1,113.60
MOLDED PLASTICS	Basic Service Charge	378.20
HOLT PUBLIC SCHOOLS	IPP	55.36

Total For Dept 000.00 1,547.16

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE CO	RETIREEES LIFE INSURANCE	16.80
KCI	AUG SEWER BILLS	1,462.84

Total For Dept 548.00 ADMINISTRATION & OVERHEAD 1,479.64

Dept 558.00 DEPT OF PUBLIC SERVICE

HARTFORD LIFE INSURANCE CO	SEPTEMBER 2020 LIFE INSURANCE	430.76
JPMORGAN CHASE BANK	OFFICE SUPPLIES/MTC	9.99
JPMORGAN CHASE BANK	OFFICE SUPPLIES/POTW	21.99
MODEL COVERALL SERVICE	STAFF UNIFORMS/MTC	46.63
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.00
MODEL COVERALL SERVICE	STAFF UNIFORMS/MTC	46.63
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.00

FISHER SCIENTIFIC	LAB SUPPLIES	433.62
FISHER SCIENTIFIC	LAB SUPPLIES	647.11
FISHER SCIENTIFIC	LAB SUPPLIES	701.05
JPMORGAN CHASE BANK	DISH STRAINERS FOR TEMP LAB	25.98
HAVILAND PRODUCTS COMPANY	SODIUM HYPOCHLORITE	3,756.98
HAVILAND PRODUCTS COMPANY	CALCIUM HYPOCHLORITE GRANULAR	645.00
HAVILAND PRODUCTS COMPANY	SULFURIC ACID	401.62
HUBBELL, ROTH & CLARK, INC	2020 SEWER LEAD INSPECTIONS	3,382.41
HUBBELL, ROTH & CLARK, INC	2289 CEDAR/BUILDING PLAN REVIEW	49.50
HUBBELL, ROTH & CLARK, INC	JOURNEY LIFE CHURCH/SITE DEVELOPMENT	74.25
HUBBELL, ROTH & CLARK, INC	SPRING VALLEY/SITE DEVELOPMENT PLAN	198.00
HUBBELL, ROTH & CLARK, INC	GENERAL ENGINEERING/POTW	203.85
UNITED PARCEL SERVICE	SHIPPING CHARGES	55.12
ACD.NET, INC.	FIBER CHARGES	690.00
ACD.NET, INC.	SEWER FUND CHARGES	868.70
CONSUMERS ENERGY	ELECTRIC 1988 WAVERLY	533.33
CONSUMERS ENERGY	ELECTRIC 4000 N MICHIGAN#B	120.53
CONSUMERS ENERGY	6092 MCCUE ROAD	30.44
CONSUMERS ENERGY	ELECTRIC 5961 MC CUE #2723	53.34
CONSUMERS ENERGY	ELECTRIC 6055 MC CUE	1,501.31
CONSUMERS ENERGY	GAS 5961 MC CUE #2319	161.89
CONSUMERS ENERGY	GAS 1988 WAVERLY	84.96
CONSUMERS ENERGY	GAS 5961 MC CUE #4	238.31
BYRUM ACE HARDWARE	BATTERIES & ROUND UP/DEPT USE	59.96
BYRUM ACE HARDWARE	PAINT SCRAPER FOR BARN	9.99
BYRUM ACE HARDWARE	WASP & HORNET KILLER	11.97
BYRUM ACE HARDWARE	SUPER GLUE/DEPT USE	3.99
LOWE'S CREDIT SERVICES	NEW FAUCETS/POTW & MTC	236.65
LOWE'S CREDIT SERVICES	CREDIT - SALES TAX	(13.40)
LOWE'S CREDIT SERVICES	TOILET TANK ASSEMBLY	20.89
SAM'S CLUB DIRECT	HAND SOAP	6.98
LOWE'S CREDIT SERVICES	WATER FILTERS	66.22
SAM'S CLUB DIRECT	SPARE UPS'S	274.84
HUBBELL, ROTH & CLARK, INC	COLLECTION SYSTEM REPAIRS	3,058.86
HUBBELL, ROTH & CLARK, INC	COLLECTION SYSTEM REPAIRS	1,578.96
SUPERIOR SAW	DECK SPINDLES AND BLADE DRIVE BELT	674.20
JPMORGAN CHASE BANK	BULKHEAD TANK FITTING	32.50
JPMORGAN CHASE BANK	BALL VALVE	82.99
JPMORGAN CHASE BANK	2 REPLACEMNT SOLENOIDS/SPRINKLERS	43.96
JPMORGAN CHASE BANK	RELIEF VALVE	147.95
LOWE'S CREDIT SERVICES	PIPE FITTINGS/WIRE TIES	33.23
LOWE'S CREDIT SERVICES	NEW CABLE & ADAPTERS/DIGESTER BUILDING	8.40
LOWE'S CREDIT SERVICES	SHOP VAC FILTERS	27.32
LOWE'S CREDIT SERVICES	OIL/LAWN EQUIPMENT AIR CHUCK FOR SHOP	21.02
LOWE'S CREDIT SERVICES	SALES TAX REFUND	(2.36)
LOWE'S CREDIT SERVICES	TUBING/FITTING TEMP LAB VACCUM LINE	41.64
SAM'S CLUB DIRECT	BATTERIES FOR DPS	34.25
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	420.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	420.00
B & D ELECTRIC, INC.	ELECTRICAL WORK/WIRE ACTUATOR - LAGOON	557.82
JPMORGAN CHASE BANK	RENEWAL/DIORKA	152.00

JPMORGAN CHASE BANK	RENEWAL/BRYANT	152.00
JPMORGAN CHASE BANK	MM2 CERTIFICATION RENEWAL/ADAMS	91.00
JPMORGAN CHASE BANK	MM2 CERTIFICATION RENEWAL/HARRIS	91.00
HUBBELL, ROTH & CLARK, INC	LIFT STATION GEN REPLACEMENT	3,704.43
HUBBELL, ROTH & CLARK, INC	ROOFING DESIGN, SPECIFICATION DEVELOP	339.75
TOTAL ENERGY SYSTEMS	150 KW UNIT PORTABLE GENERATOR, KOHLER	97,465.58
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	125,401.89

Dept 578.01 CAPITAL IMPROVEMENTS

HUBBELL, ROTH & CLARK, INC	TERTIARY TANK CRACK REPAIRS	3,938.82
HUBBELL, ROTH & CLARK, INC	SECONDARY CLARIFIERS REHABILITATION	6,598.11
HUBBELL, ROTH & CLARK, INC	INFLUENT SCREW PUMP REPLACEMT	1,845.36
HUBBELL, ROTH & CLARK, INC	SEQUENCING TANK MIXING	323.55
HUBBELL, ROTH & CLARK, INC	AERATION BASINS MIXING	2,284.47
	Total For Dept 578.01 CAPITAL IMPROVEMENTS	14,990.31

Dept 588.01 G.O. BOND INDEBTEDNESS

ACD.NET, INC.	SEWER FUND PRINCIPAL	231.54
ACD.NET, INC.	SEWER FUND INTEREST	0.96
	Total For Dept 588.01 G.O. BOND INDEBTEDNESS	232.50

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 143,651.50

Fund 701 CUSTODIAL FUND

Dept 000.00

AFLAC	AFLAC DISABILITY	704.70
AFLAC	AFLAC LIFE INSURANCE	7.62
AFLAC	AFLAC ACCIDENT INDEMNITY	602.26
AFLAC	AFLAC SICKNESS INDEMNITY	233.74
AFLAC	AFLAC CANCER INDEMNITY	364.98
AFLAC	DISABILITY RIDER	18.48
AFLAC	AFLAC ACCIDENT RIDER	33.24
	Total For Dept 000.00	1,965.02

Total For Fund 701 CUSTODIAL FUND 1,965.02

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

CORELOGIC	REFUNDS DUE TAXPAYERS	654.79
CORELOGIC	REFUNDS DUE TAXPAYERS	1,010.65
CORELOGIC	REFUNDS DUE TAXPAYERS	1,236.81
CORELOGIC	REFUNDS DUE TAXPAYERS	910.31
CORELOGIC	REFUNDS DUE TAXPAYERS	1,082.52
CORELOGIC	REFUNDS DUE TAXPAYERS	714.81
CORELOGIC	REFUNDS DUE TAXPAYERS	412.58
CORELOGIC	REFUNDS DUE TAXPAYERS	552.01
CORELOGIC	REFUNDS DUE TAXPAYERS	733.98
CORELOGIC	REFUNDS DUE TAXPAYERS	1,541.63
CORELOGIC	REFUNDS DUE TAXPAYERS	1,464.79
CORELOGIC	REFUNDS DUE TAXPAYERS	1,058.44
CORELOGIC	REFUNDS DUE TAXPAYERS	1,000.32

CORELOGIC	REFUNDS DUE TAXPAYERS	1,507.13
CORELOGIC	REFUNDS DUE TAXPAYERS	1,098.73
CORELOGIC	REFUNDS DUE TAXPAYERS	1,200.23
CORELOGIC	REFUNDS DUE TAXPAYERS	1,117.93
CORELOGIC	REFUNDS DUE TAXPAYERS	1,169.20
CORELOGIC	REFUNDS DUE TAXPAYERS	593.91
CORELOGIC	REFUNDS DUE TAXPAYERS	792.65
CORELOGIC	REFUNDS DUE TAXPAYERS	1,103.45
CORELOGIC	REFUNDS DUE TAXPAYERS	387.81
CORELOGIC	REFUNDS DUE TAXPAYERS	677.38
CORELOGIC	REFUNDS DUE TAXPAYERS	1,218.91
CORELOGIC	REFUNDS DUE TAXPAYERS	402.73
CORELOGIC	REFUNDS DUE TAXPAYERS	731.79
CORELOGIC	REFUNDS DUE TAXPAYERS	1,505.44
CORELOGIC	REFUNDS DUE TAXPAYERS	1,102.14
CORELOGIC	REFUNDS DUE TAXPAYERS	1,166.32
CORELOGIC	REFUNDS DUE TAXPAYERS	512.39
CORELOGIC	REFUNDS DUE TAXPAYERS	481.93
CORELOGIC	REFUNDS DUE TAXPAYERS	2,358.31
CORELOGIC	REFUNDS DUE TAXPAYERS	704.26
CORELOGIC	REFUNDS DUE TAXPAYERS	574.65
CORELOGIC	REFUNDS DUE TAXPAYERS	377.52
CORELOGIC	REFUNDS DUE TAXPAYERS	705.55
	Total For Dept 000.00	<u>33,864.00</u>
	Total For Fund 703 CURRENT TAX ACCOUNT	<u><u>33,864.00</u></u>
	Total For All Funds:	<u><u>575,209.54</u></u>

ACCOUNTS PAYABLE APPROVAL

September 22, 2020

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated September 22, 2020 numbered 99973 thru 100055 & ACH 7126 thru 7145. Every invoice has a payment authorizing signature(s).

Dated: September 22, 2020

Jaymie Guzzo, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated September 22, 2020 show payments made from the following funds:

General Fund	\$	38,783.60
Fire Fund		10,377.61
Police Fund		2,400.00
Parks, Trails, & Recreation Fund		3,529.44
Fire EMS Equipment & Vehicle		13,709.62
Brownfield Fund		343,705.63
Downtown Development Fund		26,851.39
Sewer Fund		407,632.01
Local Brownfield Revolving Fund		441.00
Custodial Fund		2,672.50
Current Tax Account		15,586.38
Grand Total	\$	<u>865,689.18</u>

Includes the following to be reimbursed from separate bank accounts:

Current Tax Account	\$	15,586.38
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III. Approval for Distribution: I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$20,000.00 have been approved by general policy or previous motions of the board.

Tracy Miller, 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 October 6, 2020 a motion was made by _____ and passed by ___ yes votes and ___ no votes (_____ absent) that the list of claims dated September 22, 2020 was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
EXP CHECK RUN DATES 09/09/2020 - 09/22/2020

Vendor	Invoice Desc.	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
HOMETOWN BUILDER LLC	FENCE SITE INSPECTION	10.00
HOMETOWN BUILDER LLC	FENCE SITE INSPECTION	10.00
POWER HOME SOLAR	CONST VALUE, NEW	48.00
DENICOLA, PETER	CONST VALUE, NEW	91.00
POWER HOME SOLAR	BASE FEE	42.00
DENICOLA, PETER	BASE FEE	49.00
	Total For Dept 000.00	250.00
Dept 171.00 MANAGER		
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	200.00
	Total For Dept 171.00 MANAGER	200.00
Dept 191.00 ACCOUNTING		
MICHIGAN TOWNSHIPS ASSOC MANER COSTERISAN	MTA MAGAZINE	33.00
	ACCOUNTING SERVICES - AUGUST	1,210.00
	Total For Dept 191.00 ACCOUNTING	1,243.00
Dept 215.00 CLERK		
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	100.00
	Total For Dept 215.00 CLERK	100.00
Dept 228.00 INFORMATION TECHNOLOGY		
APPLICATION SPECIALIST KO	SECURITY MONITORING	3,534.63
	Total For Dept 228.00 INFORMATION TECHNOLOGY	3,534.63
Dept 253.00 TREASURERS		
DBI BUSINESS INTERIORS BRINK'S INCORPORATED	OFFICE SUPPLIES	57.21
	SEPTEMBER SERVICE	492.64
	Total For Dept 253.00 TREASURERS	549.85
Dept 257.00 ASSESSING		
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	3,400.00
	Total For Dept 257.00 ASSESSING	3,400.00
Dept 262.00 ELECTIONS		
DBI BUSINESS INTERIORS DBI BUSINESS INTERIORS	OFFICE SUPPLIES	286.20
	CREDIT - RETURNED SUPPLIES	(132.03)
	Total For Dept 262.00 ELECTIONS	154.17
Dept 265.00 BUILDING & GROUNDS		
MICHIGAN FLEET FUELING	GASOLINE	76.69
MODEL COVERALL SERVICE	UNIFORMS	26.75
THE PARTS PLACE	MOTOR OIL FOR JBC LOADALL @ POTW	18.98

GRANGER	MONTHLY DUMPSTER SERVICE	142.99
QUALITY FIRST MAID SERVICE	CLEANING SERVICES - CSC	875.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES - SHERIFFS OFFICE	525.00
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS	1,214.50
BOARD OF WATER & LIGHT	WATER 2045 CEDAR	150.47
BOARD OF WATER & LIGHT	WATER 2004 AURELIUS	145.59
B & D ELECTRIC, INC.	REPAIR SWITCH PLATE	90.00
BYRUM ACE HARDWARE	WATER LINE	7.99
HTA COMPANIES, INC.	CEDAR STREET IRRIGATION	535.50
PURE GREEN LAWN & TREE	4410 HOLT RD./COMMUNITY CENTER	58.00
PURE GREEN LAWN & TREE	2045 S. CEDAR/ICSD	25.00
THE PARTS PLACE	CABLE FOR MOWER #2	8.58
THE PARTS PLACE	BATTERY-EXMARK	52.29
D & G EQUIPMENT INC	BLADES FOR EXMARK MOWERS	134.55
	Total For Dept 265.00 BUILDING & GROUNDS	4,087.88

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	21.60
MICHIGAN FLEET FUELING	GASOLINE	109.78
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	1,900.00
ASSOCIATED GOVERNMENT	AUGUST AGS BILLING - MECH & PLUMBING	9,685.00
USA TODAY NETWORK	LEGAL NOTICES - AUGUST 2020	154.00
THE PARTS PLACE	LIGHT BULBS	12.98
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	11,883.36

Dept 850.00 OTHER FUNCTIONS		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	116.18
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	44.25
MEDICAL MANAGEMENT SYSTEM	AMBULANCE COLLECTION FEES - AUGUST	3,758.17
MUNETRIX, LLC	REPORTING SOFTWARE	5,766.00
ENCOMPASS/EAP	QUARTERLY EAP	196.11
BYRUM & FISK ADVOCACY	COMMUNICATION CONSULTING SERVICES	3,500.00
	Total For Dept 850.00 OTHER FUNCTIONS	13,380.71

Total For Fund 101 GENERAL FUND 38,783.60

Fund 206 FIRE FUND		
Dept 336.00 FIRE DEPARTMENT		
MICHIGAN FLEET FUELING	GASOLINE	668.65
LANSING UNIFORM CO	UNIFORMS	980.00
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	400.00
SPARROW OCC HEALTH SERVICE	PHYSICALS	73.00
IMAGETREND, INC.	ANNUAL FEES FOR EMS REPORTING PROGRAM	4,974.75
APPLICATION SPECIALIST KO	ASK SUPPORT	1,863.00
ENCOMPASS/EAP	QUARTERLY EAP	294.50
STATE OF MICHIGAN	MEDICAIDE PROGRAM	512.79
BOARD OF WATER & LIGHT	AUGUST BWL	44.92
LANSING SECURITY & LOCKSMITH	REPAIR KEY PAD AT FIRE #1	95.00
SAFETY SYSTEMS, INC	REPAIR KEYPAD/FD	471.00
	Total For Dept 336.00 FIRE DEPARTMENT	10,377.61

Total For Fund 206 FIRE FUND 10,377.61

Fund 207 POLICE FUND		
Dept 301.00 POLICE		
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	2,400.00
	Total For Dept 301.00 POLICE	2,400.00
	Total For Fund 207 POLICE FUND	2,400.00

Fund 208 PARKS, TRAILS, & RECREATION FUND		
Dept 752.00 PARKS ADMINISTRATION		
REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	100.00
APPLICATION SPECIALIST KO	ASK SUPPORT	276.00
ENCOMPASS/EAP	QUARTERLY EAP	51.89
	Total For Dept 752.00 PARKS ADMINISTRATION	427.89

Dept 771.00 PARKS		
MICHIGAN FLEET FUELING	GASOLINE	478.14
MODEL COVERALL SERVICE	UNIFORMS	26.75
BYRUM ACE HARDWARE	LEVEL	3.99
BYRUM ACE HARDWARE	AIR HOSE CUPLING	9.98
GRANGER	MONTHLY DUMPSTER SERVICE	173.70
SAFETY SYSTEMS, INC	QUARTERLY MONITORING	99.00
AMERICAN RENTALS, INC.	PORTABLE TOILETS	154.00
AMERICAN RENTALS, INC.	PORTABLE TOILETS	175.00
BOARD OF WATER & LIGHT	WATER 2287 PINE TREE	60.82
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS #PARK	632.08
BOARD OF WATER & LIGHT	WATER 4050 KELLER	217.29
BOARD OF WATER & LIGHT	1694 CEDAR ST	22.52
BOARD OF WATER & LIGHT	WATER 1750 MAPLE	196.70
BOARD OF WATER & LIGHT	WATER 2108 CEDAR	361.72
MENARDS LANSING SOUTH	PLUGS, CAMERA DECOY, HOSE	74.38
ALMA BOLT CO., ABC FASTENER	#9 BY 2 1/2 SCREWS=200	8.60
ALMA BOLT CO., ABC FASTENER	#14 BY 3"INCH HEX HEAD SELF DRILLING300	27.45
PURE GREEN LAWN & TREE	HOLT & CEDAR/CRYSTAL BAR CORNER	25.00
PURE GREEN LAWN & TREE	HOLT & AURELIUS	44.00
D & G EQUIPMENT INC	VOLTAGE REGULATOR	183.67
D & G EQUIPMENT INC	EXMARK ARM REST	123.81
D & G EQUIPMENT INC	BOLTS FOR BLADES FOR WAM #15	2.95
	Total For Dept 771.00 PARKS	3,101.55

Total For Fund 208 PARKS, TRAILS, & RECREATION FUND	3,529.44
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Fund 211 FIRE EMS EQUIP & VEHICLE FUND		
Dept 339.00 EQUIPMENT & APPARATUS		
DELL MARKETING L.P.	3 DELL COMPUTERS	6,935.91
LEGG LUMBER-HOLT	TREATED WOOD	19.99
WEST SHORE FIRE INC	SCBA REPAIR	140.30
BYRUM ACE HARDWARE	HOSE WASHERS	4.49
CATHEY COMPANY	MISC PARTS FOR B21 #105	110.73
BOUND TREE MEDICAL, LLC	MISC MEDICAL	46.00
BOUND TREE MEDICAL, LLC	MISC MEDICAL	69.36
BOUND TREE MEDICAL, LLC	MISC MEDICAL	3,884.03
BOUND TREE MEDICAL, LLC	MISC MEDICAL	47.30
BOUND TREE MEDICAL, LLC	MIS MEDICAL	107.45

BOUND TREE MEDICAL, LLC	MISC MEDICAL	52.02
BOUND TREE MEDICAL, LLC	MISC MEDICAL	1,046.89
BOUND TREE MEDICAL, LLC	MISC MEDICAL	25.99
COMMUNICATIONS SERVICES	RADIO INSTALL	417.00
BYRUM ACE HARDWARE	MISC HARDWARE	6.48
R & R FIRE TRUCK REPAIR INC	PUMP TEST #698	250.00
ROGER'S CLINE TIRE & AUTO	NEW TIRE #529	365.00
ROGER'S CLINE TIRE & AUTO	TIRE REPAIR #529	169.30
BYRUM ACE HARDWARE	MISC HARDWARE	13.18
BYRUM ACE HARDWARE	MISC RETURN	(1.80)
Total For Dept 339.00 EQUIPMENT & APPARATUS		<u>13,709.62</u>

Total For Fund 211 FIRE EMS EQUIP & VEHICLE FUND 13,709.62

Fund 243 BROWNFIELD REDEVELOPMENT AUTH

FOSTER, SWIFT, COLLINS & SMITH	AUGUST LEGAL	231.00
Total For Dept 733.00 BROWNFIELD ADMINISTRATION		<u>231.00</u>

Dept 734.00 REMEDIATION PLANS

WILLOUGHBY ESTATES II, LLC	2020 BROWNFIELD PLAN #6 REIMBURSEMENT	333,088.85
HOLT CONVENIENCE INC.	2020 BROWNFIELD PLAN #7 REIMBURSEMENT	10,385.78
Total For Dept 734.00 REMEDIATION PLANS		<u>343,474.63</u>

Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTH 343,705.63

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

APPLICATION SPECIALIST KO	ASK SUPPORT	138.00
ENCOMPASS/EAP	QUARTERLY EAP	15.50
Total For Dept 728.00 DDA ADMINISTRATION		<u>153.50</u>

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	B2B: GUPTA ALLERGY	2,500.00
BLOHM CREATIVE PARTNERS	AUGUST HOLT NOW SOCIAL MEDIA	1,500.00
BLOHM CREATIVE PARTNERS	B2B: MCGRAW LAW	2,500.00
BLOHM CREATIVE PARTNERS	B2B SCHRAM AUTO PARTS	2,500.00
BLOHM CREATIVE PARTNERS	AUGUST VOLUNTEER BUREAU SOCAIL MEDIA	750.00
BLOHM CREATIVE PARTNERS	AUGUST WEB HOST/MAINT	397.50
Total For Dept 729.00 DDA MARKETING & PROMOTION		<u>10,147.50</u>

Dept 850.00 OTHER FUNCTIONS

GRANGER	MONTHLY DUMPSTER SERVICE	54.70
QUALITY FIRST MAID SERVICE	CLEANING SERVICES - DDA	175.00
BOARD OF WATER & LIGHT	WATER 2150 CEDAR	26.63
BOARD OF WATER & LIGHT	WATER 4410 HOLT	18.40
Total For Dept 850.00 OTHER FUNCTIONS		<u>274.73</u>

Dept 903.00 CAPITAL OUTLAY-DDA

MPC CASH-WAY LUMBER CO	MATERIALS TO BUILD A PAVILION AT ESKER	5,246.84
MPC CASH-WAY LUMBER CO	ESKER PAVILION	48.92
BOBCAT OF LANSING	RENTAL OF AUGER/ESKER	125.00
Total For Dept 903.00 CAPITAL OUTLAY-DDA		<u>5,420.76</u>

Dept 903.17 2017 DDA DEVELOPMENT

J. RANCK ELECTRIC, INC.	PAY ESTIMATE 4: DELHI COMMERCE DR SIGNAL	10,854.90
	Total For Dept 903.17 2017 DDA DEVELOPMENT	10,854.90

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	26,851.39
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Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

NGUYEN, CHAU	Sewer Usage	18.60
SOLITRO, JOSEPH & PAMELA	Sewer Usage	12.40
GLEASON, TINA	Basic Service Charge	18.80
HARTSUFF, KAREN	Basic Service Charge	6.20
HOFFRICHTER, ANDREAS	Basic Service Charge	6.20
HOPKINS, NICHOLAS	Basic Service Charge	24.80
HUFF, NICHOLAS	Basic Service Charge	66.32
KARNOSKY, DAVID & JENNIFER	Basic Service Charge	128.20
LUU, LOI	Basic Service Charge	6.20
MAKI, AREKA	Basic Service Charge	176.60
METZ, KAMIL & ANNETTE	Basic Service Charge	31.00
MULVANY, JANETTE	Basic Service Charge	49.60
PARR, DARIN	Basic Service Charge	18.60
REINECKE, JOLI	Basic Service Charge	142.30
ROGERS, DOUGLAS	Basic Service Charge	91.00
STUBIG, ROGER	Basic Service Charge	54.80
WEBER, RICHARD	Basic Service Charge	36.20
WILLARD, MICHAEL	Basic Service Charge	142.60
YEMC, ROSEMARY L	Basic Service Charge	12.40
ADAMS, SIMONE	Basic Service Charge	18.60
ADHIKARI, SARASWATI	Basic Service Charge	17.60
BRANDON, DAVID	Basic Service Charge	54.80
CALTRIDER, RANDY	Basic Service Charge	48.60
CANTINE, TODD	Basic Service Charge	54.80
CONDIE, NATHAN	Basic Service Charge	12.40
DELUCA, LUIGI	Basic Service Charge	11.40
	Total For Dept 000.00	1,261.02

Dept 548.00 ADMINISTRATION & OVERHEAD

REVORE LAW FIRM P.L.C.	AUGUST 2020 LEGAL FEES	1,500.00
KCI	OCT/NOV/DEC POSTAGE	8,232.79
ENCOMPASS/EAP	QUARTERLY EAP	162.75
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	9,895.54

Dept 558.00 DEPT OF PUBLIC SERVICE

MICHIGAN FLEET FUELING	GASOLINE	704.70
MODEL COVERALL SERVICE	STAFF UNIFORMS/MTC	46.63
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.00
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.00
MODEL COVERALL SERVICE	STAFF UNIFORMS/MTC	46.63
BARYAMES CLEANERS	UNIFORM DRY CLEANING	173.95
FISHER SCIENTIFIC	SAMPLING SUPPLIES/LAB SUPPLIES	419.64
AIRGAS USA, LLC	CYLINDER RENTAL	199.28
PAPER IMAGE PRINTING CENTRE	SEWER COMPLAINT FORMS	490.15
FISHER SCIENTIFIC	SAMPLING SUPPLIES/LAB SUPPLIES	2,679.92
FISHER SCIENTIFIC	LAB SUPPLIES	81.49

FISHER SCIENTIFIC	LAB SUPPLIES	237.10
FISHER SCIENTIFIC	LAB SUPPLIES	273.04
FISHER SCIENTIFIC	LAB SUPPLIES	461.37
FISHER SCIENTIFIC	LAB SUPPLIES	563.04
PVS NOLWOOD CHEMICALS, INC.	FERRIC CHLORIDE	4,711.99
HAVILAND PRODUCTS COMPANY	CREDIT - DEPOSIT RETURN	(140.00)
HAVILAND PRODUCTS COMPANY	SODIUM HYPOCHLORITE	3,789.83
HAVILAND PRODUCTS COMPANY	SODIUM BISULFATE	778.81
KEMIRA WATER SOLUTIONS, INC	FERRIC CHLORIDE	5,967.00
ALS LABORATORY GROUP	POND #3 BIOSOLIDS	550.00
RED WING BUSINESS ADVANTAGE	WORK BOOTS/SMITH	200.00
RED WING BUSINESS ADVANTAGE	WORK BOOTS/DEYOUNG	178.49
RED WING BUSINESS ADVANTAGE	WORK BOOTS/ADAMS	161.49
GRANGER	SCREENING DEBRIS	474.13
GRANGER	MONTHLY DUMPSTER SERVICE	273.70
GRANGER	YARD WASTE DUMPSTER/MTC	896.10
COMCAST	HIGH -SPEED INTERNET/POTW	118.35
COMCAST	HIGH-SPEED INTERNET/MTC	148.35
APPLICATION SPECIALIST KO	ASK SUPPORT	3,662.37
SPOK, INC	PAGER SERVICES	42.99
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	217.29
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	95.00
BOARD OF WATER & LIGHT	WATER 3505 HOLT	100.17
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	213.17
BOARD OF WATER & LIGHT	WATER 4280 DELL	22.52
BOARD OF WATER & LIGHT	WATER 5961 MC CUE	586.59
BOARD OF WATER & LIGHT	ELECTRIC 1870 NIGHTINGALE	118.23
CONSUMERS ENERGY	UTILITIES - ELECTRIC 1368 GROVENBURG	51.47
CONSUMERS ENERGY	UTILITIES - GAS 1368 GROVENBURG	14.00
HESCO, INC.	PVB113N TRUNNION	1,140.00
HESCO, INC.	PVD755N DISC INLET	3,354.00
HESCO, INC.	PVD752 GASKET SWAN NECK	27.00
HESCO, INC.	PVB119 GASKET SUCTION	171.00
HESCO, INC.	PVB695 GASKET CLACK VALVE	27.00
HESCO, INC.	PVC681N CLACK VALVE	369.00
HESCO, INC.	PVB756 GASKET DISCHARGE	171.00
HESCO, INC.	SHIPPING	200.00
MENARDS LANSING SOUTH	HOSE CLAMPS/VACUUM PUMP TUBING	5.49
GALLOUP	PVC UNION/GRIT BLOWER MANIFOLD	31.37
OVIVO USA, LLC	593771 CRANKED LADDER BAR LINK SS	2,347.92
OVIVO USA, LLC	593773 SEAL FIN RH	528.00
OVIVO USA, LLC	593772 SEAL FIN LH	396.00
BYRUM ACE HARDWARE	SCREWS/INFLUENT SCREW & BRASS PLUG/	8.49
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	420.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	420.00
BISBEE INFRARED SERVICES	INFRARED ELECTRICAL INSPECTION	1,050.00
DEWITT FENCE COMPANY	42" X 72" MAN GATE INSTALLED	950.00
ESD	ESD RENEWAL	119.00
CUMMINS SALES AND SERVICE	HOLT ROAD GENERATOR/TRANSFER SWITCH	4,074.00
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	45,552.25

Dept 578.01 CAPITAL IMPROVEMENTS

PROCESS PIPING & EQUIPMENT	TERTIARY TANK CRACK REPAIRS	189,630.80
PROCESS PIPING & EQUIPMENT	SECONDARY CLARIFIER REHAB	120,364.00

PROCESS PIPING & EQUIPMENT	INFLUENT SCREW PUMP REPLACEMT	20,000.00
PROCESS PIPING & EQUIPMENT	FEED SEQUENCING TANK MIXING IMPR	5,688.40
PROCESS PIPING & EQUIPMENT	AERATION TANK MIXING	15,240.00
	Total For Dept 578.01 CAPITAL IMPROVEMENTS	<u>350,923.20</u>
	Total For Fund 590 SEWAGE DISPOSAL SYSTEM	<u><u>407,632.01</u></u>
Fund 643 LOCAL BROWNFIELD REVOLVING FUND		
Dept 735.00 LOCAL SITE REMEDIATION		
FOSTER, SWIFT, COLLINS & SMITH-MSUFCU	LEGAL AUGUST	210.00
FOSTER, SWIFT, COLLINS & SMITH	AUGUST LEGAL	231.00
	Total For Dept 735.00 LOCAL SITE REMEDIATION	<u>441.00</u>
	Total For Fund 643 LOCAL BROWNFIELD REVOLVING FUND	<u><u>441.00</u></u>
Fund 701 CUSTODIAL FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	TRAILER PARK FEES - AUGUST 2020	2,672.50
	Total For Dept 000.00	<u>2,672.50</u>
	Total For Fund 701 CUSTODIAL FUND	<u><u>2,672.50</u></u>
Fund 703 CURRENT TAX ACCOUNT		
Dept 000.00		
LERETA	REFUNDS DUE TAXPAYERS	1,183.87
LERETA LLC	REFUNDS DUE TAXPAYERS	510.97
LERETA LLC	REFUNDS DUE TAXPAYERS	1,097.77
LERETA LLC	REFUNDS DUE TAXPAYERS	1,581.80
LERETA LLC	REFUNDS DUE TAXPAYERS	1,150.08
LERETA LLC	REFUNDS DUE TAXPAYERS	670.04
LERETA LLC	REFUNDS DUE TAXPAYERS	893.88
CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	1,445.45
CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	454.86
CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	1,004.28
CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	973.50
CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	933.64
CAPITAL REAL ESTATE TAX	REFUNDS DUE TAXPAYERS	1,071.53
CORELOGIC	REFUNDS DUE TAXPAYERS	543.54
CORELOGIC	REFUNDS DUE TAXPAYERS	837.36
COVIUS MORTGAGE SOLUTIONS	REFUNDS DUE TAXPAYERS	1,233.81
	Total For Dept 000.00	<u>15,586.38</u>
	Total For Fund 703 CURRENT TAX ACCOUNT	<u><u>15,586.38</u></u>
	Total For All Funds:	<u><u>865,689.18</u></u>

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated September 3, 2020**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 112255 through 112255 & direct deposits numbers: DD32737 through DD32831. 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

Jaymie Guzzo, Accounting Clerk

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

Dated: September 3, 2020

Director of Accounting

II. Payroll Report

The September 3, 2020 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$62,547.54	\$21,088.35	\$41,459.19
Fire Dept. Fund	68,688.30	21,789.39	\$46,898.91
Parks & Rec	18,813.28	5,358.15	\$13,455.13
DDA	4,942.63	1,034.10	\$3,908.53
Sewer Fund/Receiving	42,608.34	13,100.68	\$29,507.66
Total Payroll	\$197,600.09	\$62,370.67	\$135,229.42
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$4,524.07	\$7,501.27	\$33,113.69
Fire Dept. Fund	5,160.28	6,856.79	33,806.46
Parks & Rec	1,377.40	1,866.89	8,602.44
DDA	188.09	91.94	1,314.13
Sewer Fund/Receiving	3,150.72	4,717.43	20,968.83
Total Payroll	\$14,400.56	\$21,034.32	\$97,805.55

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on September 3, 2020 and identified as follows:

09/03 Net Pay Disbursement in Common Savings (\$135,229.42)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on September 15, 2020, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated September 3, 2020 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Sweet(1)Vander Ploeg(1)

Evan Hope, Clerk

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated September 17, 2020**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 112258 through 112263 & direct deposits numbers: DD32832 through DD32929. 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

Jaymie Guzzo, Accounting Clerk

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

Dated: September 17, 2020

Director of Accounting

II. Payroll Report

The September 17, 2020 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$64,157.94	\$20,631.97	\$43,525.97
Fire Dept. Fund	65,317.70	20,682.55	\$44,635.15
Parks & Rec	18,118.88	5,209.22	\$12,909.66
DDA	5,867.04	1,240.39	\$4,626.65
Sewer Fund/Receiving	40,811.20	12,921.21	\$27,889.99
Total Payroll	\$194,272.76	\$60,685.34	\$133,587.42
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$4,608.34	\$7,496.26	\$32,736.57
Fire Dept. Fund	4,890.90	6,761.45	32,334.90
Parks & Rec	1,324.32	1,866.89	8,400.43
DDA	220.06	110.69	1,571.14
Sewer Fund/Receiving	3,013.23	4,714.88	20,649.32
Total Payroll	\$14,056.85	\$20,950.17	\$95,692.36

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on September 17, 2020 and identified as follows:

09/17 Net Pay Disbursement in Common Savings (\$133,587.42)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on October 6, 2020, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated September 17, 2020 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Sweet(1)Vander Ploeg(1)

Evan Hope, Clerk

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated October 1, 2020**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 112268 through 112280 & direct deposits numbers: DD32930 through DD33027. 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

Jaymie Guzzo, Accounting Clerk

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

Dated: October 1, 2020

Director of Accounting

II. Payroll Report

The October 1, 2020 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$66,880.85	\$20,593.54	\$46,287.31
Fire Dept. Fund	83,060.46	26,271.11	\$56,789.35
Parks & Rec	20,685.83	5,557.09	\$15,128.74
DDA	4,988.08	1,042.14	\$3,945.94
Sewer Fund/Receiving	44,008.50	13,386.17	\$30,622.33
Total Payroll	\$219,623.72	\$66,850.05	\$152,773.67
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$4,601.34	\$7,537.39	\$32,732.27
Fire Dept. Fund	6,248.28	9,209.39	41,728.78
Parks & Rec	1,533.52	1,564.93	8,655.54
DDA	191.56	91.94	1,325.64
Sewer Fund/Receiving	3,257.86	4,719.48	21,363.51
Total Payroll	\$15,832.56	\$23,123.13	\$105,805.74

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on October 1, 2020 and identified as follows:

10/01 Net Pay Disbursement in Common Savings (\$152,773.67)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on October 6, 2020, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated October 1, 2020 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: Tracy Miller, Township Manager

DATE: September 30, 2020

RE: FY 2021 Budgets – Set Public Hearing – General Fund and Special Revenue Funds

During the September Budget Workshop we introduced to the Board the proposed 2021 Budget documents (Budget Book). These proposed budgets have been updated prior to the public hearing for any changes made at the budget workshop. Summaries of these budgets will be available in the Clerk's Office and online for public viewing.

As required by statute, a public hearing must be held prior to December 15th and the adoption of these budgets by the Township Board no later than December 31st of each year. Therefore, I recommend the Board set a public hearing for Tuesday, October 20, 2020 at 7:15 p.m. to hear comments on the proposed budget.

RECOMMENDED MOTION:

To set a public hearing on the proposed Township budgets for the General Fund and Special Revenue Funds for fiscal year 2021 on Tuesday, October 20, 2020 at 7:15 p.m.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: Tracy Miller, Township Manager

DATE: October 1, 2020

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

Enclosed for your review and approval is an "Interagency Cash Transfer Agreement" between Delhi Township and Michigan Rehabilitation Services (MRS) for the fiscal year 2020-2021. This Agreement mirrors the ones approved by the Board for the 2013-2020 State of Michigan fiscal years.

The purpose of this Agreement is to enable the Township to provide MRS non-federal share monies (\$25,000) as a match for MRS to receive federal funding (\$67,593). Together these funds (\$92,593) support a cooperative relationship between MRS and the Township to improve vocational rehabilitation services to persons with disabilities with the ultimate goal of achieving successful employment. This program will also ensure the provisions of independent living services are available to MRS customers if needed.

The primary role of Delhi Township is to act as the fiduciary agent. Delhi Township will receive \$25,000 from the Capital Area Center for Independent Living (CACIL) and transfer only those funds to ensure MRS receives their federal funding support. No other source of Township funds can be used for the purpose of this Agreement.

Recommended Motion:

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

Agreement #: 1211

MRS District & Site: Lansing District/Lansing

INTERAGENCY CASH TRANSFER AGREEMENT

This Agreement is entered into between the designated State unit and the state or local public agency named below:
DESIGNATED STATE UNIT NAME: Michigan Rehabilitation Services (MRS)
STATE OR LOCAL PUBLIC AGENCY NAME: Delhi Charter Township
AGREEMENT TYPE: New: <input type="checkbox"/> Continuation: <input checked="" type="checkbox"/>
AGREEMENT BEGIN AND END DATE: October 01, 2020 to September 30, 2021
FISCAL YEAR APPROPRIATE TO THIS DOCUMENT: 2021
GRAND TOTAL OF THIS AGREEMENT: 92,593
AGREEMENT TITLE: Delhi Charter Township

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

- (i) A determination by qualified personnel (employed by the designated State unit) that the applicant has a physical or mental impairment.

- (ii) A determination by qualified personnel (employed by the designated State unit) that the applicant's physical or mental impairment constitutes or results in a substantial impediment to employment for the applicant.

- (iii) A determination by a qualified vocational rehabilitation counselor employed by the designated State unit that the applicant requires vocational rehabilitation services to

prepare for, secure, retain, advance in, or regain employment that is consistent with the individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interest, and informed choice.

- (iv) A presumption, in accordance with paragraph (a)(2) of this section, that the applicant can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.

The provision of vocational rehabilitation services through this Agreement must be consistent with the MRS 2020-2023 State Plan, including but not limited to implementation of an Order of Selection for Services (OSS) [34 CFR 361.36(d)(1)]. The requirements specified in the MRS State Plan on file with the United States Department of Education, Rehabilitation Services Administration will apply to all funds associated with this Agreement.

Purpose of this Agreement

The purpose of this Agreement is to set forth the terms and conditions under which the above referenced state or local public agency will provide non-Federal share as an allowable source of match as referenced in Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200.

I. Description of the Program

A. Purpose of the Program

1. Purpose Statement

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

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

2. Target Population

This program targets the general population with disabilities who are eligible for MRS.

Services will not be extended to or include non-MRS customers.

3. Target Geographic Area

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

4. Outcome Goals

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

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

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

1. Description of Services

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

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

MRS may provide or arrange for the provision of Pre-employment Transition Services in collaboration with the local educational agencies for all students with disabilities or potentially Eligible students. Activities include: Job Exploration Counseling, Work-based Learning Experiences, Counseling on opportunities for Post-secondary Educational programs, Workplace Readiness Training, and Instruction in Self-advocacy.

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

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

1. Role of MRS

[Shelly Neal, District Manager](#) will serve as the primary administrative contact for MRS.

To achieve the outcome goals for this program:

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

2. Role of state or local public agency

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

To achieve the outcome goals for this program:

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

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

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

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

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

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

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

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

D. Quality Assurance Activities

1. Data Sharing & Reporting Plan

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

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

2. Progress Monitoring

The primary administrative contacts or their designees agree to meet
 Monthly Quarterly Biannually Other: **throughout the year** to review progress toward outcome goals, resolve issues, and ensure the continuity of all Agreement components.

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

3. Program Evaluation

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

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

E. Share of Cost to be Assumed by Each Agency

Agency	Share Type	Share %	Amount
State or Local Public Agency	Non-Federal	27	\$25,000
MRS	Federal	73	\$67,593
Agreement Grand Total	Combined	100	\$92,593

II. Funding Qualifications

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

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

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

Date after which funds may be redirected: July 01, 2021

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

III. Payment Terms and Conditions

A. Terms of Payment

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

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

B. Payment Schedule

Multiple Payment Schedule

Payment Options	Due Date	Amount
First Payment	On or before December 31, 2020	\$12,500
Second Payment	On or before March 31, 2021	\$12,500
Total State or Local Public Agency Share:		\$25,000

IV. Audits and Records

The state or local public agency agrees:

- A. To retain all financial and accounting records related to this Agreement through the term of this Agreement and for four years after the latter of termination, expiration, or final payment under this Agreement or any extension (“Audit Period”). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Contractor must retain the records until all issues are resolved.
- B. To assure state personnel, federal personnel, and personnel authorized by MRS shall have full access to the records during the time the state or local public agency is obligated to retain the records.
- C. At the request of MRS, to provide access to and furnish whatever information is deemed necessary by MRS in order to fully, accurately and timely assess satisfactory performance of the terms and conditions of this Agreement.
- D. At the request of MRS, to permit onsite visits by designated State of Michigan employees or agents to conduct audits or otherwise review books and records for any reason connected with the administration of this Agreement.

V. Dispute Resolution

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

A. Step One, Informal

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

B. Step Two, Formal

If the informal dispute resolution process is unsuccessful, the appropriate MRS District Manager, Division Director and the administrative head of the state or local public agency shall meet within fifteen (15) business days of the first meeting (or such additional time as the Parties agree in writing) to review the efforts at resolution and to continue working at resolving the dispute(s). The Parties shall use their best efforts to

identify in writing all disputed issues, the respective party's proposed resolution and any agreed upon resolutions relative to the issues identified (Written Summary).

C. Step Three, Formal

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

VI. Mutual Drafting

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

VII. Renegotiation or Modification

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

VIII. Cancellation

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

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

IX. Governing Statutes

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

- A. Title VI of the Civil Rights Act of 1964, as amended, which, among other things, prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.
- B. Section 504 of the Rehabilitation Act of 1973, as amended, which, among other things, prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.

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

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

- A. Persons with Disabilities Civil Rights Act – Act 220 of 1976, defines the civil rights of persons with disabilities; prohibits discriminatory practices, policies, and customs in the exercise of those rights; prescribes penalties and to provide remedies.
- B. Elliot Larsen Civil Rights Act – Act 453 of 1976, defines civil rights; prohibits discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; to preserve the confidentiality of records regarding arrest, detention, or other disposition in which a conviction does not result; to prescribe the powers and duties of the civil rights commission and the Department of Civil Rights; provides remedies and penalties; provides for fees; and to repeal certain acts and parts of acts.
- C. All other applicable state or federal laws, regulations, rules or standards that prohibit discrimination on any basis.

X. Safeguarding Information

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

XI. Standard Terms and Conditions

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

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

XII. Effective Date, Approval, and Execution

This agreement is effective on [October 01, 2020](#)

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

Signatures	Titles
MRS Representative Signature	State or Local Public Agency Representative Signature
SHELLY NEAL	TRACY MILLER
Printed Name of Signatory (all capital letters)	Printed Name of Signatory (all capital letters)
District Manager	Manager
Title	Title
Insert	Insert
Date	Date
MRS Local Address: 1048 Pierpont Suite 1 Lansing, MI 48913	State or Local Public Agency Name and Address: Delhi Charter Township 2074 Aurelius Rd. Holt, MI 48842
	Name, Title, and Phone Number of State or Local Public Agency Representative: Tracy Miller, Manager (517) 694-2135
	Federal Identification Number: 38-6019639

DELHI CHARTER TOWNSHIP

M E M O R A N D U M

TO: Delhi Township Board Members
FROM: Roy Sweet, Treasurer
DATE: October 1, 2020
RE: Deputy Pay Stipend

At the Township Budget Workshop on September 8, 2020, I introduced the idea of increasing the Deputy Treasurer, Deputy Clerk and Deputy Supervisor pay to \$4,000 per year paid quarterly.

Per State Statute, Township Treasurers and Clerks are required by law to have a Deputy, the Supervisor may have a Deputy, who serves in the absence, sickness, death or disability of the elected official in all capacities except voting on the Township Board. Deputies are appointed by their respective official and are able to assist the public when the Treasurer, Clerk or Supervisor are not available, complete the same duties as the official and sign any official documents in their absence among many other responsibilities.

In 1993, the Township Board approved a compensation for Deputies of \$2,500 per year to be paid quarterly. This rate has not changed in the past 27 years. At the budget workshop I suggested increasing the Deputy pay to \$4,000 to account for additional responsibilities that Deputies have since 1993 and cost of living inflation. Since there were no objections from the Board, I recommend we move forward with this proposal effective November 20, 2020 with the new term year.

Recommended Motion:

To set the compensation for Deputy Treasurer, Deputy Clerk and Deputy Supervisor at \$4,000 per year to be paid on a quarterly basis effective November 20, 2020.

7) Supervisor's Report

8) Treasurer's Report

9) Clerk's Report

10) Trustee Reports

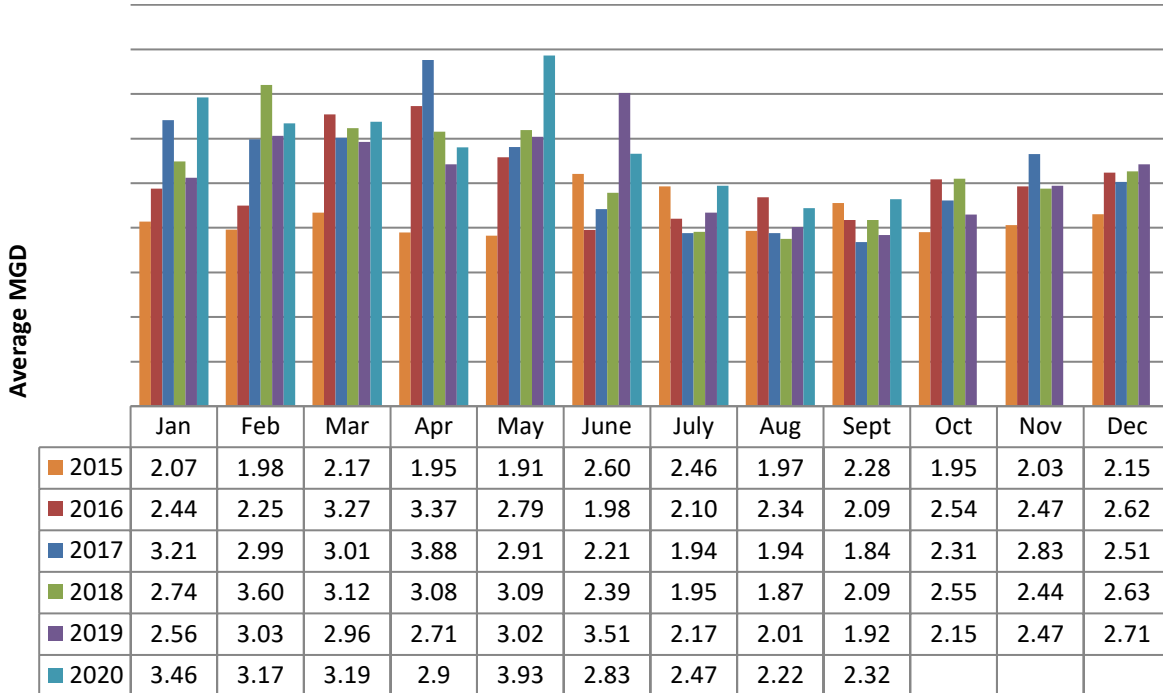
11) Manager's Report



DEPARTMENT OF PUBLIC SERVICES

Monthly Report September 2020

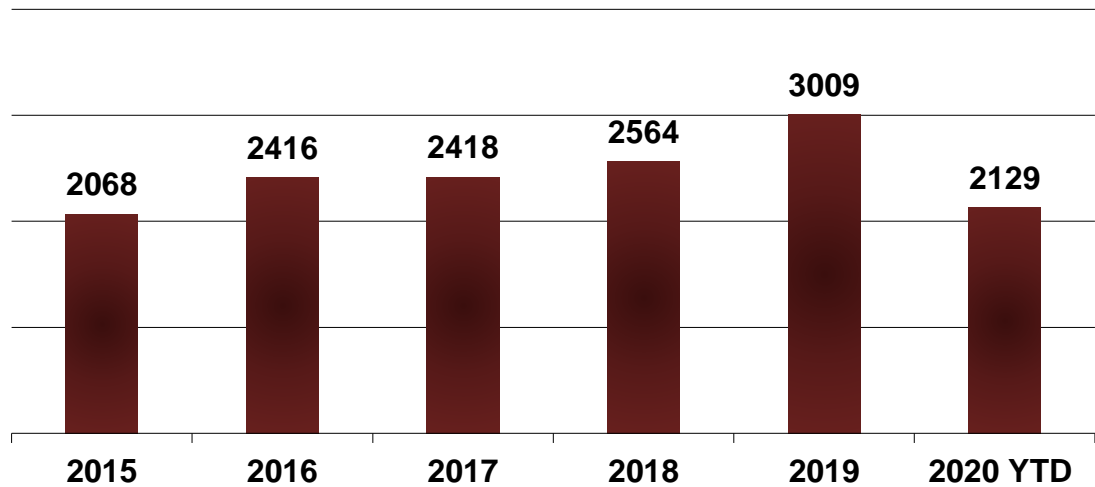
Flow Data – (Million Gallons per Day of water processed by the plant)



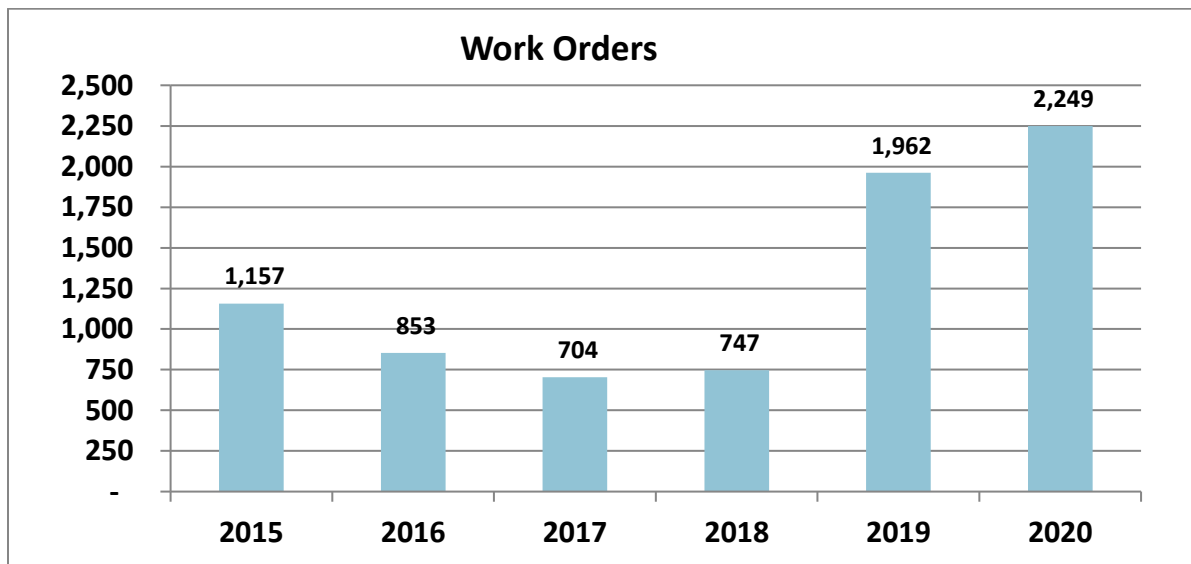
Lab

Tests Run For		% Passing
Permit Compliance	243	
Process Control	2136	
Quality Control	209	91%
Check Samples	9	100%
DMRQA-Study 36 Proficiency	3	
Miscellaneous Sampling	0	
Totals	2600	96%

Miss Digs Performed



Maintenance



Note: Below are highlights of some of the repairs performed.

- Replaced final effluent sampler pump
- Replaced valve on Raw sample line
- Calibrated digester gas analyzer
- Tightened belts & cleaned up pulleys on influent pump 1
- Cleaned out Meso 1, Meso 2, Thermo 1, Thermo 2, and North digesters

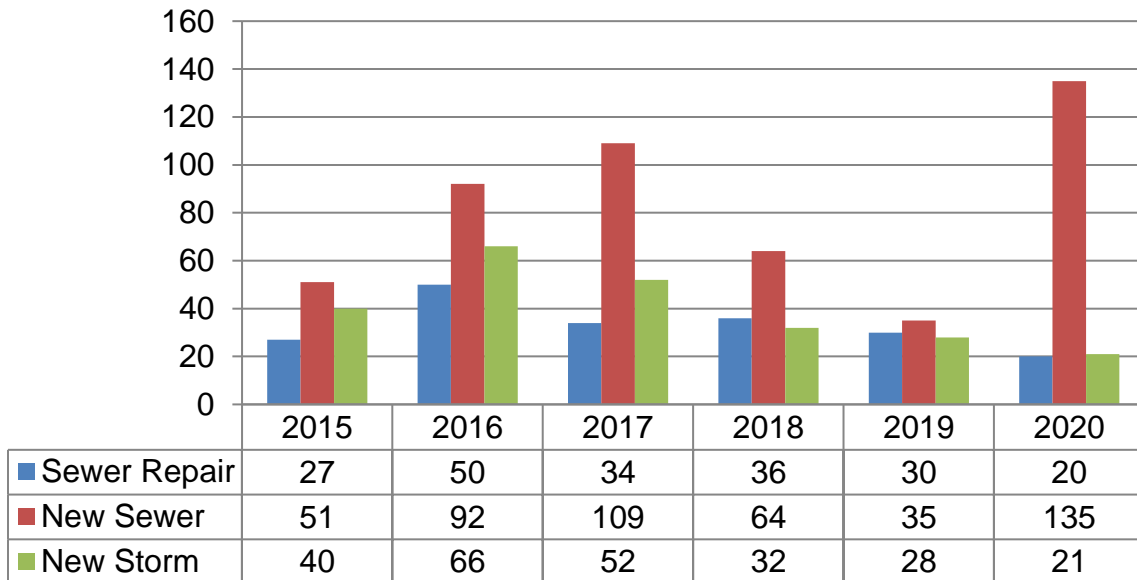
**Due to the high volume of old work orders being closed out, the work order number is inflated.*

Safety

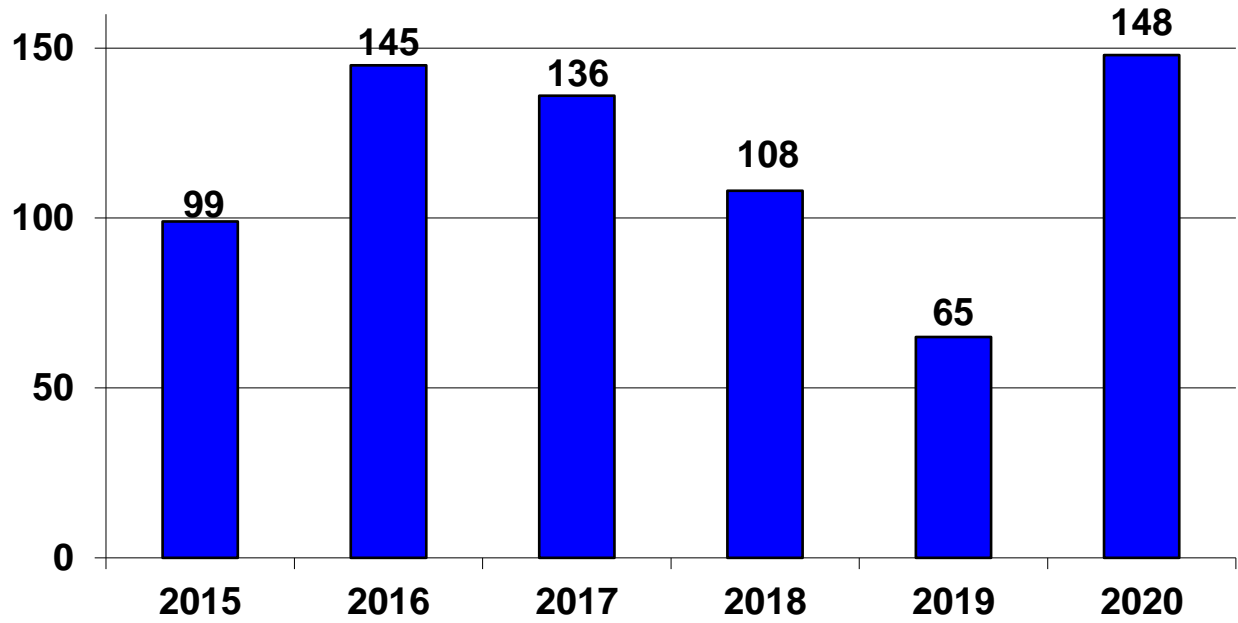
September Safety Activities	Date	Description
Confined Space Entries		
	9/15/2020	Meso 1 Digester (Clean Cannon Mixers)
	9/17/2020	Meso 2 Digester (Clean Cannon Mixers)
	9/23/2020	Thermo 1 Digester (Clean Cannon Mixer)

Sanitary Sewer Permits

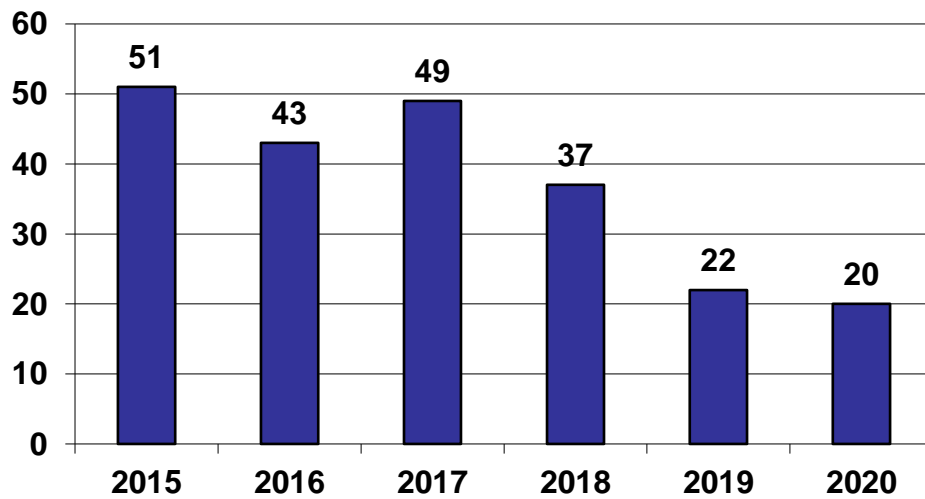
Sanitary Sewer Permits Issued



Sanitary Sewer Inspections Performed



Storm Sewer Inspections Performed



Stormwater

On Thursday September 10 the “Protecting Our Water Resources” section of the Delhi Township Website was updated with new materials and information.

On Tuesday September 15 the Environmental Coordinator participated in a conference call meeting to consider obtaining an “augmented reality sandbox” to be used for public education by the Greater Lansing Regional Committee for Stormwater Management.

On Friday September 18 the Environmental Coordinator conducted field inspections of the outfalls located at the Holt Senior High School.

Industrial Pretreatment Program

September IPP Activities		
Review/Approval		
Building Plan Approval	09/16/20	2289 Cedar - Journey Life Church
Building Plan Approval	09/30/20	4039 Legacy Pkwy - GLAR interior renovations
Site Plan Review	09/29/20	2457 Cedar - Rainstorm Carwash

Forty (40) grease traps were inspected at local businesses; six (6) needed service.

Community Outreach

DPS held the free brush drop off on Saturday, September 19, 2020. In total, there were 66 brush loads and 97 yard waste loads over the course of the morning.

New Construction

The Board accepted the Redwood USA sewer.