

CHARTER TOWNSHIP OF DELTA

In compliance with Governor Whitmer's Michigan Public 254 of 2020, this meeting was conducted via Zoom Webinar Platform

TOWNSHIP BOARD REGULAR MEETING MINUTES FOR MONDAY, FEBRUARY 15, 2021

I. CALL TO ORDER

Supervisor Fletcher called the meeting to order at 6:00 PM.

II. OPENING CEREMONIES – Pledge of Allegiance

III. ROLL CALL

Members Present: Supervisor Kenneth R. Fletcher, Treasurer Dennis R. Fedewa, Clerk Mary R. Clark, Trustee Fonda J. Brewer, Andrea Cascarilla, Trustee Karen J. Mojica, and Trustee Elizabeth S. Bowen

Members Absent:

Others Present: Manager Brian T. Reed, Assistant Township Manager Alannah Doak, Planning Director Gary Bozek, Township Engineer Ernie West, Finance Director Courtney Nicholls, Chief Gregg Ginebaugh, Parks, Recreation, & Cemeteries Director Marcus Kirkpatrick, Community and Economic Development Coordinator Collin Mays, Lt. Ross Tyrrell, Utilities Director Rick Kane, and Department Assistant-Managers Office Mary Worland

IV. PRESENTATIONS AND PROCLAMATIONS

V. SET/ADJUST AGENDA

TRUSTEE CASCARILLA MOVED TO APPROVE THE AGENDA AS PRESENTED.

CLERK CLARK SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

VI. PUBLIC HEARINGS

1. Hearing of Necessity for Otis Street Streetlight District

OTIS STREET RESIDENTS IN FAVOR OF AND OPPOSED TO THE NEW STREET LIGHT SPOKE TO THE BOARD.

JANET SCARBOROUGH - 4202 OTIS
DAREN FERDEN - 4114 OTIS
BRIT SLOCUM - 304 HARVEST
LISA EMERSON – 4241 OTIS

CLERK CLARK MOVED THAT THE DELTA TOWNSHIP BOARD DECLARE ITS INTENT TO PROCEED WITH THE INSTALLATION OF STREET LIGHTS IN THE DISTRICT KNOWN AS OTIS STREET.

FURTHER, THE BOARD DECLARES THAT SUFFICIENT PETITIONS WERE SUBMITTED TO PROCEED WITH SAID IMPROVEMENTS.

FURTHER, THAT THE BOARD APPROVE THE PLANS AND ESTIMATE OF COSTS FOR THE PROPOSED PROJECT.

FURTHER, THE BOARD OF TRUSTEES HEREBY APPROVES THE SAID SPECIAL ASSESSMENT DISTRICT AND DETERMINES THAT THE TERM OF ITS EXISTENCE SHALL BE IN PERPUTITY.

FURTHER, THE SUPERVISOR IS DIRECTED TO PREPARE A SPECIAL ASSESSMENT ROLL FOR THE SAID SPECIAL ASSESSMENT DISTRICT WHICH SHALL BE FILED WITH THE TOWNSHIP CLERK.

FURTHER, THAT THE PUBLIC HEARING FOR OBJECTIONS TO THE SPECIAL ASSESSMENT ROLL IS SET FOR MONDAY, MARCH 8, 2021 at 6:00 PM AT THE DELTA TOWNSHIP ADMINISTRATION BUILDING OR THROUGH ZOOM AS DICTATED BY STATE OF MICHIGAN DHHS ORDER.

FURTHER, COSTS MAY BE INCREASED BY THE UTILITY COMPANY OVER TIME TO REFLECT INCREASES IN ELECTRICAL RATES.

FURTHER, THE CLERK IS DIRECTED TO PUBLISH NOTICE OF THE PUBLIC HEARING IN THE NEWSPAPER AND NOTIFY THE AFFECTED PROPERTY OWNERS. THE CLERK SHALL NOTIFY ALL PROPERTY OWNERS THAT THEY MUST APPEAL AT THE PUBLIC HEARING OR FILE A WRITTEN PROTEST OBJECTING TO SAID SPECIAL ASSESSMENT IN ORDER TO FURTHER APPEAL TO THE MICHIGAN TAX TRIBUNAL.

TRUSTEE MOJICA SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

VII. COMMUNICATIONS

2. Appointment by Treasurer Fedewa

VIII. PUBLIC COMMENTS FOR ITEMS NOT ON AGENDA *(maximum two minutes)*

IX. INTRODUCTION OF ORDINANCES

X. PASSAGE OF ORDINANCES

XI. CONSENT AGENDA –

TRUSTEE BREWER REQUESTED AGENDA ITEM NUMBER SEVEN BE MOVED TO ITEMS OF BUSINESS.

TRUSTEE BREWER MOVED TO APPROVE THE AMENDED AGENDA.

TREASURER FEDEWA SUPPORTED THE MOTION.

ROLL CALL:

AYES: SUPERVISOR FLETCHER, CLERK CLARK, TREASURER FEDEWA, TRUSTEE BOWEN, TRUSTEE MOJICA, TRUSTEE BREWER, AND TRUSTEE CASCARILLA

NAYS: NONE

ABSENT: NONE

THE MOTION PASSED 7-0.

3. Bills and Financial Transactions

Bonds/Debt Payments	\$	
Payroll & Related	\$	359,646.46
Refunds	\$	265.73
Tax Distributions	\$	1,160,121.40
Vendor Claims	\$	749,667.50
Total	\$	2,269,701.09

TRUSTEE BREWER MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED.

TREASURER FEDEWA SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

4. Minutes

- a. February 1, 2021 Regular Board Minutes
- b. February 11, 2021 COW Minutes

TRUSTEE BREWER MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED.

TREASURER FEDEWA SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

5. Purchase Approval Request for Two Stryker LUCAS Chest Compressions Devices

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD AUTHORIZE TOWNSHIP MANAGER BRIAN REED TO AUTHORIZE THE PURCHASE OF THE TWO STRYKER MEDICAL LUCAS 3 CHEST COMPRESSION SYSTEMS WITH FOUR-YEAR ON-SITE MAINTENANCE IN THE AMOUNT OF \$31,073.34.

TREASURER FEDEWA SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

6. MERS Credited Service – Ken Barnes

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE FOLLOWING:

AS PROVIDED BY THE MERS PLAN DOCUMENT, THE TWENTY-FIVE (25) MONTHS ADDITIONAL CREDITED SERVICE IS GRANTED THIS MEMBER BY RESOLUTION ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELTA AT ITS MEETING ON FEBRUARY 15, 2021. IT IS UNDERSTOOD THAT CALCULATION OF THE ACTUARIAL COST IS BASED ON THE ASSUMPTIONS PROVIDED AND APPROVED BY THE MERS RETIREMENT BOARD ON THE DATE THE CALCULATION WAS PREPARED. ACTUAL, FUTURE EVENTS AND EXPERIENCE MAY RESULT IN CHANGES DIFFERENT FROM THOSE ASSUMED, AND LIABILITY DIFFERENT FROM THAT ESTIMATED, AND

FURTHERMORE, THE PURCHASE OF SERVICE CREDIT DOES NOT AFFECT VESTING FOR RETIREE HEALTH INSURANCE, AND

FINALLY, THE EMPLOYEE (KENNETH BARNES) WILL BE RESPONSIBLE AND IS REQUIRED TO PAY THE FULL COST OF THE PURCHASE FOR THE CREDITED SERVICE.

TREASURER FEDEWA SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

XII. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

7. Set a public hearing for the creation of a Corridor Improvement Authority

TRUSTEE CAASCARILLA MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE FOLLOWING:

WHEREAS, THE RECODIFIED TAX INCREMENT FINANCING ACT, ACT 57 OF THE PUBLIC ACTS OF MICHIGAN OF 2018, AS AMENDED, MCL 125.4602 ET SEQ., (THE “ACT”) AUTHORIZES THE TOWNSHIP TO ESTABLISH A CORRIDOR IMPROVEMENT AUTHORITY AND TO DESIGNATE THE BOUNDARIES OF AN AUTHORITY CORRIDOR IMPROVEMENT DEVELOPMENT AREA (REFERRED TO HEREAFTER AS “DEVELOPMENT AREA”), PROVIDED CERTAIN CRITERIA REQUIRED BY THE ACT HAVE BEEN MET, FOR THE PURPOSE OF CORRECTING AND PREVENTING DETERIORATION IN BUSINESS DISTRICTS, AND ENCOURAGING AND PROMOTING ECONOMIC GROWTH; AND

WHEREAS, THE TOWNSHIP HAS IDENTIFIED AN AREA WITHIN THE TOWNSHIP WHICH IT PROPOSES BE DESIGNATED AN AUTHORITY CORRIDOR IMPROVEMENT DEVELOPMENT AREA; AND

WHEREAS, IN ORDER TO COMPLY WITH THE REQUIREMENTS OF THE ACT, THE TOWNSHIP BOARD WISHES TO EXPRESS ITS INTENT TO ESTABLISH A CORRIDOR IMPROVEMENT AUTHORITY AND DESIGNATE THE BOUNDARIES OF AN AUTHORITY CORRIDOR IMPROVEMENT DEVELOPMENT AREA, TO DETERMINE CERTAIN CRITERIA REQUIRED BY THE ACT ARE MET WITH RESPECT TO THE PROPOSED AUTHORITY CORRIDOR IMPROVEMENT DEVELOPMENT AREA AND TO SET A PUBLIC HEARING REGARDING THE ESTABLISHMENT OF THE AUTHORITY AND DESIGNATION OF THE DEVELOPMENT AREA; THEREFORE

RESOLVED:

1. THAT THE TOWNSHIP BOARD INTENDS TO ESTABLISH THE SAGINAW HIGHWAY CORRIDOR IMPROVEMENT AUTHORITY (THE “AUTHORITY”) PURSUANT TO THE ACT; AND

2. THAT THE TOWNSHIP BOARD FURTHER INTENDS TO ESTABLISH AN AUTHORITY CORRIDOR IMPROVEMENT DEVELOPMENT AREA TO INCLUDE ALL PROPERTY WITHIN THE BOUNDARIES IDENTIFIED IN THE ATTACHED EXHIBIT A (THE “DEVELOPMENT AREA”); AND

3. THAT WITH RESPECT TO THE DEVELOPMENT AREA THE FOLLOWING CRITERIA, AS REQUIRED BY THE ACT, ARE MET:
 - (A) IS ADJACENT TO OR IS WITHIN 500 FEET OF A ROAD CLASSIFIED AS AN ARTERIAL OR COLLECTOR ACCORDING TO THE FEDERAL HIGHWAY ADMINISTRATION MANUAL "HIGHWAY FUNCTIONAL CLASSIFICATION - CONCEPTS, CRITERIA AND PROCEDURES".
 - (B) CONTAINS AT LEAST 10 CONTIGUOUS PARCELS OR AT LEAST 5 CONTIGUOUS ACRES.
 - (C) MORE THAN 1/2 OF THE EXISTING GROUND FLOOR SQUARE FOOTAGE IN THE DEVELOPMENT AREA IS CLASSIFIED AS COMMERCIAL REAL PROPERTY UNDER SECTION 34C OF THE GENERAL PROPERTY TAX ACT, 1893 PA 206, MCL 211.34C.
 - (D) RESIDENTIAL USE, COMMERCIAL USE, OR INDUSTRIAL USE HAS BEEN ALLOWED AND CONDUCTED UNDER THE ZONING ORDINANCE OR CONDUCTED IN THE ENTIRE DEVELOPMENT AREA, FOR THE IMMEDIATELY PRECEDING 30 YEARS.
 - (E) IS PRESENTLY SERVED BY MUNICIPAL WATER OR SEWER.
 - (F) IS ZONED TO ALLOW FOR MIXED USE THAT INCLUDES HIGH-DENSITY RESIDENTIAL USE.
 - (G) THE MUNICIPALITY AGREES TO ALL OF THE FOLLOWING:
 - (H) TO EXPEDITE THE LOCAL PERMITTING AND INSPECTION PROCESS IN THE DEVELOPMENT AREA.
 - (I) TO MODIFY ITS MASTER PLAN TO PROVIDE FOR WALKABLE NONMOTORIZED INTERCONNECTIONS, INCLUDING SIDEWALKS AND STREETSCAPES THROUGHOUT THE DEVELOPMENT AREA.
4. THAT A PUBLIC HEARING WILL BE HELD ON MONDAY, MARCH 15, 2021, AT 6:00 P.M. AT THE DELTA TOWNSHIP HALL (ZOOM INFORMATION TO BE PROVIDED), TO CONSIDER THE ESTABLISHMENT OF THE AUTHORITY AND THE DESIGNATION OF THE DEVELOPMENT AREA; AND
5. THAT IN ACCORDANCE WITH THE ACT, NOTICE OF THE PUBLIC HEARING SHALL BE GIVEN BY
 - (A) PUBLICATION OF A NOTICE OF PUBLIC HEARING TWICE IN LANSING STATE JOURNAL, A NEWSPAPER OF GENERAL CIRCULATION IN THE CITY, NOT LESS THAN 20 DAYS, NOR MORE THAN 40 DAYS BEFORE THE HEARING,
 - (B) MAILING A NOTICE OF PUBLIC HEARING BY FIRST-CLASS MAIL TO
 - (C) THE PROPERTY TAXPAYERS OF RECORD IN THE PROPOSED DEVELOPMENT AREA,

(D) THE GOVERNING BODY OF EACH TAXING JURISDICTION
LEVYING TAXES WITHIN THE PROPOSED DEVELOPMENT AREA
AND

(E) THE MICHIGAN STATE TAX COMMISSION NOT LESS THAN 20
DAYS BEFORE THE HEARING AND

(F) POSTING NOTICE OF THE PUBLIC HEARING IN AT LEAST 20
CONSPICUOUS AND PUBLIC PLACES IN THE PROPOSED
QUALIFIED DEVELOPMENT AREA AT LEAST 20 DAYS BEFORE THE
HEARING.

CLERK CLARK SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

XIII. ITEMS ADDED TO AGENDA UNDER SECTION V. SET/ADJUST AGENDA

XIV. ITEMS OF BUSINESS

**8. Referral of West Lansing Retail Development III, LLC Rezoning Request
in Case No. 02-21-03**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD REFER
THE WEST LANSING RETAIL DEVELOPMENT III, LLC REQUEST TO
REZONE 44.49 ACRES IN SECTION 9 OF THE TOWNSHIP FROM C,
COMMERCIAL, AND AG2, AGRICULTURAL/RESIDENTIAL, TO RM,
MULTIPLE FAMILY RESIDENTIAL, AS DESCRIBED IN CASE NO. 02-21-03,
TO THE PLANNING COMMISSION FOR THE PURPOSES OF HOLDING A
PUBLIC HEARING ON THE MATTER AND SUBMITTING A
RECOMMENDATION TO THE TOWNSHIP BOARD.

TRUSTEE CASCARILLA SUPPORTED THE MOTION. THE MOTION PASSED
7-0.

**9. Local Recommendation for Approval of Off-Premises Tasting Room for
Sanctuary Spirits, LLC in partnership with Board and Brush Creative
Studio**

TRUSTEE MOJICA MOVED THAT THE DELTA TOWNSHIP BOARD
RECOMMEND THE APPLICATION OF SANCTUARY BREWERY, LLC (DOING
BUSINESS AS SANCTUARY SPIRITS, LLC) FOR THE PURPOSE OF AN OFF-
PREMISES TASTING ROOM LOCATED AT 723 BROOKSIDE DRIVE,
LANSING, MI 48917 IN PARTNERSHIP WITH CRAFTED LIFE CREATIONS,
LLC (DOING BUSINESS AS BOARD AND BRUSH CREATIVE STUDIO) FOR
APPROVAL BY THE MICHIGAN LIQUOR CONTROL COMMISSION.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 7-0.

XV. MANAGER’S REPORT – Brian Reed, Township Manager

- Manager Reed thanked Department Assistant Mary Worland for her help with the liquor license research.
- Auditors began the Townships audit today. They should be finished with the onsite work by the end of the week.
- Property taxes are due tomorrow.
- Several businesses in Delta were awarded Michigan’s Going PRO Talent Fund grant. The grants go to employers to assist in training, developing, and retaining current and newly hired employees. Companies in Delta who were awarded the grant were Air Lift Company, Bridgewater Interiors, Liquid Web, Magna Dexsys, and Trouble Shooters for a combined total amount of \$277,000 in funding.
- Thursday, Manager Reed will be attending the Zoom hearing to close out the Board of Water and Light franchise fee discussion.

XVI. COMMITTEE OF THE WHOLE

10. Strategic Planning Update

Manager Reed presented additional proposed dates for strategic planning to the Board. Consensus of the Board was to schedule strategic planning on May 14 and 15 of 2021.

XVII. PUBLIC COMMENTS

XVIII. CLOSED SESSION

XIX. ADJOURNMENT –

Supervisor Fletcher adjourned the meeting at 7:00 PM.

CHARTER TOWNSHIP OF DELTA

KENNETH R. FLETCHER, SUPERVISOR

MARY R. CLARK, TOWNSHIP CLERK

MONDAY, FEBRUARY 15, 2021 TOWNSHIP BOARD MINUTES – REGULAR
MEETING CHARTER TOWNSHIP OF DELTA

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