

HOWELL TOWNSHIP BOARD REGULAR MEETING

MINUTES

3525 Byron Road

Howell, MI 48855

June 10, 2019

6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington Supervisor  
Jean Graham Clerk  
Jonathan Hohenstein Treasurer  
Matthew Counts Trustee  
Harold Melton Trustee  
Evan Rudnicki Trustee

**MEMBERS ABSENT:**

Jeff Smith Trustee

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called.

All rose for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

JUNE 10, 2019

**MOTION** by Counts, seconded by Rudnicki, **"TO APPROVE THE JUNE 10, 2019 AGENDA AS AMENDED: REMOVE ITEM 13, CLOSED SESSION."** Discussion followed. Motion carried.

**APPROVAL OF MINUTES:**

MAY 13, 2019 BUDGET INFORMATIONAL MEETING

**MOTION** by Hohenstein, seconded by Melton, **"TO APPROVE THE MAY 13, 2019 BUDGET INFORMATIONAL MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

**MAY 13, 2019 REGULAR MEETING MINUTES**

**MOTION** by Hohenstein, seconded by Melton, **"TO APPROVE THE MAY 13, 2019 REGULAR MEETING MINUTES AS CORRECTED: PAGE 2, UNDER THE MOTION FOR REPLACEMENT OF WINDOWS, CORRECT THE SPELLING OF MELTON. PAGE 5, 2<sup>ND</sup> SENTENCE, THE SPELLING OF INFRAMARK."** Discussion followed. Motion carried. (See May 13, 2019 Regular Meeting Minutes)

**PUBLIC HEARING:**

HOWELL TOWNSHIP BUDGET PUBLIC HEARING

**MOTION** by Graham, seconded by Counts, **"TO OPEN THE PUBLIC HEARING FOR THE HOWELL TOWNSHIP BUDGET HEARING AT 6:33 P.M."** A roll-call vote was taken: Graham – yes, Rudnicki – yes, Hohenstein – yes, Melton – yes, Coddington – yes, Counts – yes. Motion carried 6 to 0. The information was given at the May Township Meeting but no action could be taken at the time because the notice of the Public Hearing was not published prior to the meeting. A notice was published prior to this meeting. There was no response from the audience. **MOTION** by Graham, seconded by Hohenstein, **"TO CLOSE THE PUBLIC HEARING AT 6:34 P.M."** Discussion followed. Motion carried.

**CORRESPONDENCE:**

No additions.

**UNFINISHED BUSINESS:**

A. HOWELL TOWNSHIP BUDGET APPROVAL

**MOTION** by Graham, seconded by Counts, **“TO APPROVE THE 2019/2020 HOWELL TOWNSHIP BUDGET AS PRESENTED.”** Discussion followed. (Copy of the Howell Township 2019/2020 Budget is available at the Township Office.)

**CALL TO THE PUBLIC:**

No response.

**NEW BUSINESS:**

A. APPOINT NEW PLANNING COMMISSIONER

William Hofsess, Alex Hansen and Ryan Makowski each submitted a letter of interest of serving on the Planning Commission.

- Clerk Graham stated that Alex Hansen withdrew his letter stating that he is currently on the ZBA (Zoning Board of Appeals). He stated that he believes it would be in the best interest of the Township if he remained on the ZBA. Discussion followed about the two other candidates. (Neither candidate was at the meeting.)
- **MOTION** by Hohenstein, seconded by Melton, **“TO APPOINT WILLIAM HOFSESS TO THE PLANNING COMMISSION TERM ENDING 12/31/2021.”** Discussion followed. Motion carried.

B-E. RESOLUTIONS FOR TOWNSHIP BOARD SALARIES

Discussion on Board salary increases. There were no increases in 2018. The new budget allows for the increase in wages.

- Resolution #06.19.465, SUPERVISOR SALARY – **MOTION** by Counts, seconded by Rudnicki, **“TO ACCEPT RESOLUTION #06.19.465 TO ESTABLISH AN INCREASE OF 3% TO THE TOWNSHIP SUPERVISOR’S YEARLY SALARY, OR \$30,900.00 FIXED ANNUALLY.”** Discussion followed. A roll-call vote was taken: Melton – yes, Coddington –no, Graham – yes, Rudnicki – yes, Counts – yes, Hohenstein – yes. Motion carried 5 to 1.
- Resolution #06.19.466, TREASURER SALARY – **MOTION** by Counts, seconded by Melton, **“TO ACCEPT RESOLUTION #06.19.466 TO ESTABLISH AN INCREASE OF 3% TO THE TOWNSHIP TREASURER’S YEARLY SALARY, OR \$30,900.00 FIXED ANNUALLY.”** Discussion followed. A roll-call vote was taken: Rudnicki – yes, Hohenstein – yes, Melton – yes, Counts – yes, Graham – yes, Coddington – yes. Motion carried 6 to 0.
- Resolution #06.19.467, CLERK SALARY – **MOTION** by Hohenstein, seconded by Rudnicki, **“TO ACCEPT RESOLUTION #06.19.467 TO ESTABLISH AN INCREASE OF 3% TO THE TOWNSHIP CLERK’S YEARLY SALARY, OR \$30,900.00 FIXED ANNUALLY.”** Discussion followed. A roll-call vote was taken: Counts – yes, Graham – yes, Coddington – yes, Melton – yes, Hohenstein – yes, Rudnicki – yes. Motion carried 6 to 0.
- Resolution #06.19.468, TRUSTEE SALARY – **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT RESOLUTION #06.19.468 TO ESTABLISH AN INCREASE OF 3% TO THE TOWNSHIP TRUSTEES’ SALARY, OR \$5,150.00 FIXED ANNUALLY.”** Discussion followed. A roll-call vote was taken: Coddington – yes, Counts – yes, Rudnicki – yes, Graham – yes, Hohenstein – yes, Melton – yes. Motion carried 6 to 0.

F. CHARTER COMMUNICATION FRANCHISE CONTRACT

The contract before the Board is for a "Uniform Video Service Local Franchise Agreement". There was discussion on if the Township is allowed more than one franchise within the Township. It is the consensus to get legal counsel and from MTA (Michigan Township Association) before signing contract. **MOTION** by Hohenstein, seconded by Graham, **"TO ACCEPT THE "UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT" WITH CHARTER COMMUNICATIONS WITH THE FRANCHISE FEE OF 5%, AFTER THE APPROVAL BY COUNSEL."** Discussion followed. Motion carried.

G. APPOINTMENT ALTERNATE FOR HOWELL PARKS & RECREATION

Clerk Graham is the Board Representative to the HAPRA, stated that she may need an alternate to serve on the HAPRA Board in case she is unable to make the meetings. Discussion followed on who is available for those meetings. **MOTION** by Hohenstein, seconded by Melton, **"TO APPOINT EVAN RUDNICKI AS HAPRA ALTERNATE."** Discussion followed. Motion carried.

**REPORTS:**

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Working on Real Estate issues.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Stated that the G2G Cloud Solutions, which is a software program to process internal credit card payments, is mostly being used for dog licenses and utility payments.

C. CLERK:

(Clerk Graham reported on the following items)

- The Spring Clean-Up Day – 118 vehicles came through. A few were repeaters. There were many more tires this year. Thanks to everyone that helped.
- Business Licenses – Administrator Daus hand delivered Violation Notices to the 4 businesses that had not yet paid. This helped in bringing in those payments. As of today everyone is in compliance.

D. ZONING:

(See Zoning Administrator Daus' prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Normal Chief's update.
- Open House went well. Dedicated the training room to Fire Fighter Reed; now called The Reed Room.
- Update on the Fire Code Ordinance that was recently passed from all the participating municipalities.

G. MHOG:

(Trustee Counts reported on the following items)

- No report.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- Commissioner Martha Haglund is now the Vice-Chair for the Planning Commission, replacing Mark Freude who recently resigned.
- Denied applicant Vern Brockway's request to rezone parcel #4706-27-200-006 (MFR) to (RSC) based on findings.
- Chestnut Development was approved for rezoning of parcel #4706-27-100-025 from (AR, RSC) to (MFR).
- Approved temporary site plan for Michael Crosby on parcel #4706-32-400-002 for a tent for retail sales of fireworks for June 15th through July 15th.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Rudnicki reported on the following items)

- Approved petitioner Jared Runyan for a -26' variance to Article XIV: Supplemental Regulations because of a utility pole interference, to allow for an accessory building on parcel #4706-14-300-019.

J. WWTP:

(Treasurer Hohenstein reported on the following items)

- Last month it was approved to purchase new skimmers; shipping was not included in the amount. Would like to make a new motion to approve the entire amount. **MOTION** by Hohenstein, seconded by Counts, **"TO APPROVE MATERIALS COST FROM WESTECH NOT TO EXCEED \$6,000.00, PLUS SHIPPING."** Discussion followed. Motion carried.
- Water system is getting old and there are some things that need to be replaced. The water that is going out of the plant is treated so it can be sprayed on equipment. A new system would run about \$50,000.00 or could hook up to MHOG to get the water supply needed for about \$5,000.00. This is in the preliminary stages; will report back more at a later meeting.
- There is a business within the industrial park that would like to send their industrial waste to the WWTP. This would require an IPP (Industrial Pre-Treatment Plan). The committee is not recommending to start an IPP at this time. .
- There is a problem with local restaurants that are not cleaning their grease traps properly. Going forward they will have to prove/keep track that they are cleaning the traps properly and on schedule.
- There hasn't been any muskrats trapped in the last 2 weeks. Will check for muskrats again in the fall.
- It is recommended that some soil borings at the Brewer Road manhole be done. The manhole keeps sinking at this location.
- Clerk Graham added that they have met the new operator for the WWTP. Another full time employee may be added soon.

K. HAPRA:

(Clerk Graham reported on the following items)

- They are still working on getting grants.
- Summer activities are starting.
- Getting ready for the Balloon Fest and the Melon Fest.

L. PROPERTY COMMITTEE:

(Treasurer Hohenstein reported on the following items)

- Issue with John Mills and Farm Leases for the property behind his house. The Property Committee has made a recommendation that he pay his bid price of \$76.50 per acre for the six years the property was

farmed without permission and to pay for the 2019 farming season at the same time, due one week from the Board's decision. It is further recommended that if he does not timely pay the price determined by the Board: Mr. Mills will not be able to harvest the crop currently planted on Township property, will no longer be able to farm any Township owned property, the Oak Grove Road properties may be put back out for bid, and Mr. Mills may face legal action. **MOTION** by Counts, seconded by Melton, **"TO APPROVE THE RECOMMENDATION FROM THE PROPERTY COMMITTEE RELATED TO JOHN MILLS AND PROPERTIES #4706-25-200-046 AND #4706-25-400-047."** Discussion followed. Motion carried.

- Mason Road property: Steve Grownow is interested in purchasing. Negotiations have been going back and forth about an easement to the parkland and the amount of acres allowed for that parkland. The Property Committee recommends that the Board reject Steve Gronow's current offer and recommends no counter offer. It was the Board's consensus that the Property Committee can make the final decision.
- Pineview Village: Waiting to get new bids for the paving.
- Oak Grove Road parcel #4706-25-100-028: Received some interest in this parcel, along with a PILOT (Payment in lieu of taxes) program. Board discussed the PILOT program. Board agreed with Property Committee on needing a final end date to any PILOT if accepted. Moving forward to get written offer for the property.
- Discussion on possible Oak Grove Park.

**CALL TO PUBLIC:**

No Response.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Hohenstein, seconded by Graham, **"TO APPROVE THE REGULAR DISBURSEMENTS THROUGH JUNE 5, 2019 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

**ADJOURNMENT:** **MOTION** by Melton, seconded by Counts, **"TO ADJOURN."** Motion carried. The meeting adjourned 7:47 p.m.

As Presented:       X      

  
Howell Township Clerk

As Amended: \_\_\_\_\_

Jean Graham

As Corrected: \_\_\_\_\_

  
Mike Coddington  
Howell Township Supervisor

Dated:       07.08.2019      

  
Debby Johnson, Recording Secretary