

**HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

June 12, 2023

6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington      Supervisor  
  
Jonathan Hohenstein      Treasurer  
Matthew Counts      Trustee  
Jeff Smith      Trustee  
Harold Melton      Trustee  
Bob Wilson      Trustee

**MEMBERS ABSENT:**

Jean Graham      Clerk

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. There were 6 people in the audience. All rose for the Pledge of Allegiance.

**CALL TO THE BOARD:**

Trustee Wilson asked for clarification on some concerns he has.

**APPROVAL OF THE AGENDA:**

June 12, 2023

**MOTION** by Melton, **SECOND** by Smith, **"TO APPROVE THE JUNE 12, 2023 AGENDA AS PRESENTED."**

Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

May 8, 2023

A) 2023/2024 Proposed Budget Meeting May 8, 2023 Minutes

**MOTION** by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE 2023/2024 BUDGET MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

May 8, 2023

B) REGULAR BOARD MEETING MINUTES

**MOTION** by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE MAY 8, 2023 REGULAR MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

**CORRESPONDENCE:**

No additions. No questions.

**CALL TO THE PUBLIC:**

Tim McLaughlin addressed the Board regarding the Township and County agreement for dust control on the roads.

**UNFINISHED BUSINESS:**

There was no unfinished business.

**NEW BUSINESS:**

A. Operating Engineers Sewer Request

Treasurer Hohenstein explained Operating Engineers is expanding their operations. The expansion is in Oceola Township although they own property in Howell and Oceola Townships. In the process of accessing the property off Fisher Road they discovered Howell Township has potential accessible manholes. The request is to see if Howell Township is willing to let them tap into municipal sewer and water and is serving the property in Oceola Township. There was a prior request in the past from McDonalds across from VG's and they were allowed to connect to MHOG water. If we allow Operating Engineers to connect to the water, MHOG is a part of Oceola Township. Oceola is not a part of our sewer system. Operating Engineers was going to build with a septic field, but now the request is to see if we are willing to allow them to connect to the sewer. Allan Pruss, Monument Engineering, explained the project and proposal of the parcel in Oceola Township. Supervisor Coddington advised Mr. Pruss on future proceedings and consulting with the Township Engineer. It was the consensus of the Board that they were willing to move forward but Oceola Township would need to send a letter to the Howell Township Board requesting that we allow Operating Engineers to connect to our sewer and water systems if possible.

B. Resignation for Martha Haglund from the Planning Commission

Supervisor Coddington stated a copy of the resignation was in the board packet. **MOTION** by Counts, **SECOND** by Melton. **"TO ACCEPT THE RESIGNATION FROM MARTHA HAGLUND FROM THE PLANNING COMMISSION AS PRESENTED."** Discussion followed. Motion carried.

C. Discussion/Approval Human Resource recommendations for July 2023-June 2024

Treasurer Hohenstein explained how raises were determined and the method in the calculations. **MOTION** by Hohenstein, **SECOND** by Smith, **"TO APPROVE THE HUMAN RESOURCE RECOMMENDATIONS AS PRESENTED."** Discussion followed. Motion carried.

D. Supervisor Resolution 06.23.523

**MOTION** by Hohenstein, **SECOND** by Smith, **"TO ACCEPT RESOLUTION 06.23.523, RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY FOR THE SUPERVISOR AS PRESENTED."** A roll-call vote was taken: Melton – yes, Wilson – no, Coddington – yes, Counts – yes, Smith – yes, Hohenstein – yes. Motion carried. (5-1)

E. Treasurer Resolution 06.23.524

**MOTION** by Hohenstein, **SECOND** by Smith, **"TO ACCEPT RESOLUTION 06.23.524, RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY FOR THE TREASURER AS PRESENTED."** A roll-call vote was taken: Hohenstein – yes, Counts – yes, Wilson – no, Coddington – yes, Smith – yes, Melton - yes. Motion carried. (5-1)

F. Clerk Resolution 06.23.525

**MOTION** by Hohenstein, **SECOND** by Smith, **"TO ACCEPT RESOLUTION 06.23.525, RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY FOR THE CLERK AS PRESENTED."** A roll-call vote was taken: Wilson – no, Smith – yes, Coddington – yes, Melton – yes, Hohenstein – yes, Counts - yes. Motion carried. (5-1)

G. Trustee Resolution 06.23.526

**MOTION** by Hohenstein, **SECOND** by Smith, **"TO ACCEPT RESOLUTION 06.23.526, RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY FOR THE TRUSTEES AS PRESENTED."** A roll-call vote

was taken: Melton – no, Smith – yes, Hohenstein – yes, Coddington – yes, Counts – yes, Wilson - no. Motion carried. (4-2)

H. Private Road Agreement

Treasurer Hohenstein explained at the corner of M-59 and Oak Grove Road the Township owns two parcels and there are two other parcels that could be developed. One of the parcels wants to get a private road agreement in place. They have the intention to develop their parcel but before they can put the road in, they need to have a private road agreement in place according to the Township ordinance. This private road agreement has been written by that party and reviewed by the Township Attorney. He further explained there are four parcels, two owned by the Township, one owned by Springborn, and one owned by Dirmeyer. There will be an association created for maintenance of the private road and would be paid once development happens. All four parcels have access to the easement and the road. Discussion ensued. **MOTION** by Smith, **SECOND** by Hohenstein, **"TO APPROVE THE PRIVATE ROAD AGREEMENT AS PRESENTED SUBJECT TO ALL PARTIES EXECUTING IT WITH NO FUTHER CHANGES."** Discussion followed. Motion carried.

10. **CALL TO THE PUBLIC:**

There was no public comment.

**REPORTS:**

A. SUPERVISOR:

Supervisor Coddington indicated he had a discussion with the Operating Engineers, MiSignal has requested a special meeting, once everything is reviewed it will be determined if there is a need for a special meeting.

B. TREASURER:

Treasurer Hohenstein requested guidance from the Board in terms of chloride applications for 2024. He indicated he is still working on the Brewer Road drainage issue and explained the challenges with that. He indicated to Mr. Mills who was present in the audience that the Township attorney has reached out to his attorney in regards to meeting to discuss his disc golf course and try to come to a resolution.

C. CLERK:

Deputy Clerk Guillen gave an update to the security camera project.

D. ZONING:

(See Zoning Administrator Daus's prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

Supervisor Coddington gave budget updates on the Fire Authority. He reported on the status of Rescue 20, and the bills were paid.

G. MHOG:

Trustee Counts reported on the MHOG meeting.

H. PLANNING COMMISSION:

Trustee Counts reported on the Planning Commission Meeting.

I. ZONING BOARD OF APPEALS (ZBA):

Trustee Smith reported on the Zoning Board of Appeals Meeting.

J. WWTP:

Treasurer Hohenstein explained the Sewer Back-Up Reimbursement Policy was reviewed from the Township attorney and there were minor changes made. Greg has updated the MHOG version to accept these changes. He recommends approval of the MHOG sewer back-up reimbursement policy as presented. Greg is getting the plant floors cleaned and the tile floors polished and he is recommending approval on the quote from JTM as presented. Greg received a quote of raising manholes. Due to the high cost Greg and James plan on implementing this over several years and focusing on the manholes with the worst infiltration. They will be working with a contractor to get a few manholes grouted that are currently not grouted. He further discussed an approval for a quote from UIS for CRUISE SCADA for \$92,455.00 utilizing Township ARPA funds. Discussion ensued. **MOTION** by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE WWTP PROJECTS AS PRESENTED."** Discussion followed. Motion carried. **MOTION** by Hohenstein, **SECOND** by Smith, **"TO APPROVE THE QUOTE FROM UIS FOR CRUISE SCADA USING TOWNSHIP ARPA FUNDS AS PRESENTED."** A roll-call vote was taken: Counts - yes, Coddington – yes, Hohenstein – yes, Melton – yes, Smith – yes, Wilson - no. Motion carried. (5-1)

K. HAPRA

(See Clerk Graham's prepared written report)

L. PROPERTY COMMITTEE

Treasurer Hohenstein indicated the North Burkhart Road property closed.


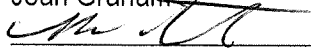
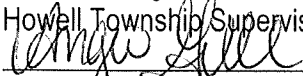
M. P & R COMMITTEE

Treasurer Hohenstein discussed the Park and Recreation Master Plan update from Carlisle Wortman and indicated only doing what was absolutely necessary as this helped to save on costs. He is seeking Board approval on the updated plan. **MOTION** by Hohenstein, **SECOND** by Counts, **"TO ACCEPT THE PARK AND RECREATION MASTER PLAN UPDATE FROM CARLISLE WORTMAN AS PRESENTED."** Discussion followed. Motion carried.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Hohenstein, **SECOND** by Counts, **"TO APPROVE THE REGULAR DISBURSEMENTS AS PRESENTED, ALSO ANY NORMAL AND CUSTOMARY PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

**ADJOURNMENT:** **MOTION** by Counts, **SECOND** by Hohenstein, **"TO ADJOURN."** Motion carried. The meeting was adjourned at 7:49pm.

  
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Howell Township Clerk  
Jean Graham  
  
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Mike Coddington  
Howell Township Supervisor  
  
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Angie Guillen, Recording Secretary