

HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES

3525 Byron Road Howell, MI 48855

August 14, 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:

Also in Attendance:

Brent Kilpela - Deputy Supervisor
Three people were in the audience.

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. Supervisor Coddington requested members to rise for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

August 14, 2023

Motion by Counts, **Second** by Melton, "To approve the August 14, 2023 meeting agenda as presented."
Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

July 10, 2023

REGULAR BOARD MEETING MINUTES

Motion by Hohenstein, **Second** by Melton, "To approve the July 10, 2023 meeting minutes as presented."
Discussion followed. Motion carried.

CORRESPONDENCE:

No additions. No questions.

CALL TO THE PUBLIC:

None

UNFINISHED BUSINESS:

A. Pioneer Cemetery Drainage Project

Trustee Wilson responded to Treasurer Hohenstein's report on the meeting with Supervisor Coddington, Treasurer Hohenstein, Spicer Engineering, and Bowman Excavating on July 24, 2023. Complaint includes that no clean-outs were installed and pipe was not installed at the depth called for on the plans.

Motion by Melton, **Second** by Wilson, "That we don't pay the bill just yet, until the excavation is

verified or corrected.” Discussion followed. Roll call vote: Counts-no, Coddington – no, Melton – yes, Smith – no, Hohenstein – no, Wilson – yes. Motion failed (4-2). **Motion** by Counts, **Second** by Smith, **“To have Spicer attend the next Board meeting to explain to the Board their decision to approve the altered specs whether or not those altered specs will meet drainage requirements and what the decrease in cost will be to Howell Township, I would recommend have another engineering firm look at the specs, as well as what the final outcome was, and tell us whether they think those specs will meet the conditions that we have out there at the site, we have other engineering companies that we work with, pick one, someone that hasn’t had conversations with people on the Board or any excavators that bid on the project. Also recommend that Spicer not sign off on the project, until we have had that conversation at the next Board meeting.** Roll call vote: Smith – yes, Melton – yes, Hohenstein – no, Wilson – yes, Counts – yes, Coddington –no. Motion passes (4-2).

B. Brewer Road Water Discharge Complaint

Trustee Wilson responded to Treasurer Hohenstein’s report on the complaint from Trustee Wilson. Discussion followed.

C. Hawk Meadows Easement Request

Treasurer Hohenstein explained the request from Hawk Meadows to obtain a utility easement across Township owned property. James Ottinger addressed the Board. Discussion followed. **Motion** by Wilson, **Second** by Hohenstein, **“Submit this to counsel to be reviewed to see where the Township will stand on it.”** Discussion followed. Motion carried. Consensus of the Board to send it to the Property Committee to calculate and negotiate a cost of the easement and then to send the utility easement to the Township Attorney for review.

NEW BUSINESS:

A. 2022-2023 Year End Financials

Deputy Supervisor Kilpela presented the year end financials for budget year 2022-2023, cash flow statements, and sewer and water fund debt payback to the general fund. Across all funds the Township ended the year spending 80% of budgeted expenditures and collected 117% of budgeted revenues. The sewer and water fund paid back \$1,068,901 to the general fund at fiscal year-end. The sewer and water fund now owes the general fund \$3,223,004. Discussion followed.

B. METRO Act Permit – AT&T

Treasurer Hohenstein explained the METRO Act permit extension request from AT&T. **Motion** by Hohenstein, **Second** by Melton, **“Approve the METRO Act permit extension for AT&T as presented.”** Discussion followed. Motion passed.

C. Fleming Road Cemetery Fence

Treasurer Hohenstein explained that a tree branch came down on the chain link fence at the Fleming Road Cemetery. Two bids have been received. **Motion** by Hohenstein, **Second** by Smith, **“To accept the proposal from Justice Fence for \$1,461.66 as presented.”** Discussion followed. Motion passed.

10. **CALL TO THE PUBLIC:**

None

11. **REPORTS:**

A. SUPERVISOR:

Thanked the office staff for all of their hard work while having no one in the Clerk's department.

B. TREASURER:

Treasurer Hohenstein discussed the status of the Brewer Road Drainage Project and the meeting that was held on August 2, 2023. Treasurer reported on the easements needed for a sidewalk along the west side of Oak Grove Road. Discussion followed. Due to the excessive amounts requested by the property owners for the easements, it was the consensus of the Board to take no action at this time.

C. CLERK:

No report

D. ZONING:

(See Zoning Administrator Daus's report)

E. ASSESSING:

(See Assessor Kilpela's report)

F. FIRE AUTHORITY:

Supervisor Coddington reported on the Fire Authority meeting.

G. MHOG:

Trustee Counts reported on the MHOG meeting.

H. PLANNING COMMISSION:

There was no Planning Commission meeting in July

I. ZONING BOARD OF APPEALS (ZBA):

There was no ZBA meeting in July

J. WWTP:

(See Treasurer Hohenstein's report) **Motion** by Hohenstein, **Second** by Melton, "Approve the purchase and installation of the VFD for pump station #74 for \$11,683 as presented." Motion passed.

K. HAPRA:

No meeting to report

L. PROPERTY COMMITTEE:

(See Treasurer Hohenstein's report) Discussed setting aside property for a future Township hall and possibly a future cemetery. **Motion** by Hohenstein, **Second** by Smith "To set aside parcels 4706-21-200-019 and 4706-21-200-020 for general township use." Discussion followed. Motion passed. Will bring back to the Board an analysis on the value of the land. Discussed the market study and the proposed new asking prices for the remaining Township property. **Motion** by Hohenstein, **Second** by Smith, "To set the new asking prices on the Marr Road and Bowen Road properties as presented." Discussion followed. Motion passed.

M. PARK & RECREATION COMMITTEE:

(See Committee Member Haglund's report)

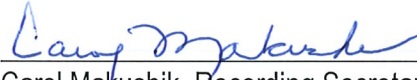
DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:

Motion by Hohenstein, **Second** by Melton, "To accept the disbursements as presented and any normal and customary payments for the month and to allow the Supervisor to sign checks as needed until a Clerk is appointed and sworn in." Motion carried.

ADJOURNMENT: **Motion** by Counts, **Second** by Hohenstein, "To adjourn." Motion carried. The meeting was adjourned at 8:25pm.



Mike Coddington, Howell Township Supervisor



Carol Makushik, Recording Secretary