

**HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

October 2, 2023

6:30 P.M.

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

**Also in Attendance:**

Tim Church – HAPRA

Kyle Tokan - HAPRA

Nine 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 rise for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

October 2, 2023

Request by Wilson to add Pioneer Cemetery project wrap-up to the agenda as item 8 D.

**Motion** by Melton, **Second** by Smith, **“To approve the October 2, 2023 meeting agenda as presented with the amendment.”** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

September 11, 2023

REGULAR BOARD MEETING MINUTES

**Motion** by Hohenstein, **Second** by Smith, **“To approve the September 11, 2023 meeting minutes as presented.”** Motion carried.

**CORRESPONDENCE:**

No additions. No questions.

**CALL TO THE PUBLIC:**

Janice Derr – Spoke against the proposed gun range on Fleming Road.

Judith Fortson – Spoke against the proposed gun range on Fleming Road, concerns with the impact on the airport and the local veterinarian.

Robert Fortson – Spoke against the proposed gun range on Fleming Road, the impact on property values.

Mark Stephan – Spoke against the proposed gun range on Fleming Road, noise levels, traffic concerns, concern with flightpaths.

Chris Fortson – Spoke against the proposed gun range, concern with stray bullets, and concern with effect on wildlife.

Tom Nielson – Spoke against the proposed gun range.

**Motion** by Hohenstein, **Second** by Counts, **“To deviate from the agenda to 9-A, HAPRA.”** Discussion. Motion carried.

**UNFINISHED BUSINESS:**

A. Planning Commission – Open Seat

Treasurer Hohenstein presented the four applications for the open seat on the Planning Commission. Jim McEvoy spoke to why he is interested in the position. Tim Boal spoke to why he is interested in the position. Discussion followed.

**Motion** by Wilson, **Second** by Melton, **“To appoint Andrew Hamm based on his construction experience.”** Discussion. Roll call vote: Daus - yes, Wilson – yes, Smith – no, Hohenstein – no, Melton – yes, Coddington – no, Counts – no. Motion failed (3-4). **Motion** by Hohenstein, **Second** by Smith, **“To appoint Tim Boal to the Planning Commission.”** Roll call vote: Melton – yes, Coddington – yes, Daus – yes, Smith – yes, Wilson – no, Counts – yes, Hohenstein – yes. Motion carried (6-1).

Discussed filling the open ZBA seat due to Tim Boal being appointed to the Planning Commission.

**Motion** by Wilson, **Second** by Melton, **“I nominate Andrew.”** Discussion. Roll call vote: Wilson –yes, Hohenstein – no, Melton – yes, Counts – no, Daus – no, Smith – no, Coddington – no. Motion failed (2-5). **Motion** by Counts, **Second** by Smith, **“To appoint Jim McEvoy to the ZBA.”** Discussion. Roll call vote: Counts – yes, Daus – yes, Coddington – yes, Melton – yes, Smith – yes, Hohenstein – yes, Wilson – no. Motion carried (6-1).

B. Pioneer Cemetery –Snow Removal Bids

Treasurer Hohenstein discussed that Pioneer Cemetery snow removal was put out to bid. The Township received only one bid from Sharpe’s Outdoor Services. Discussion followed. **Motion** by Hohenstein, **Second** by Wilson, **“To accept the bid from Sharpe’s Outdoor Services for Pioneer Cemetery snow removal at \$75 per push, as needed.”** Motion carried.

C. Guardian Alarm Quote

Treasurer Hohenstein discussed the revised bid from Guardian Alarm. Discussion followed. It was the consensus of the Board to come back with more information.

D. Pioneer Cemetery- Wrap-Up

Trustee Wilson discussed the meeting he had, along with Trustee Melton and Supervisor Coddington, with Phil Westmoreland from Spicer Engineering at Pioneer Cemetery. At the meeting Phil dug up the southeast corner so an accurate measurement could be made, and it was verified that the pipe was 4.5 feet in the ground as was highlighted in Phil’s September 7 letter to the Board. Trustee Wilson has requested a wrap-up letter for the project from Spicer.

**NEW BUSINESS:**

A. HAPRA – Tim Church

Tim Church spoke about HAPRA and the proposed 2024 budget. **Motion** by Counts, **Second** by Hohenstein, **"To accept the Howell Area Parks and Recreation Authority 2024 budget as presented."** Discussion. Motion carried.

B. 2024 Meeting Dates

Treasurer Hohenstein discussed the Township meeting dates for the various boards. **Motion** by Melton, **Second** by Hohenstein, **"To accept the dates as presented."** Motion carried.

C. Sewer & Water Rate

Treasurer Hohenstein discussed the Township's sewer and water rates and a proposed administrative change. Discussion followed. **Motion** by Hohenstein, **Second** by Counts, **"To accept the water and sewer rate as presented."** Motion carried.

D. ARPA Funds – Sidewalk Estimate

Treasurer Hohenstein discussed the idea to obligate the remaining Township ARPA funds to install sidewalks along Grand River Avenue between Highlander Way and Crestwood Road. Discussion followed. Consensus from the Board for Treasurer Hohenstein to reach out to the City of Howell, and the property owners/businesses regarding willingness to complete the project and obtaining easements.

E. Huron Cemetery Maintenance – Contract Renewal

Treasurer Hohenstein discussed the contract renewal that the Township received from Huron Cemetery Maintenance. Discussion followed. **Motion** by Wilson, **Second** by Smith, **"To accept the sextant contract."** Motion carried.

F. Planning Commission Appointment to the Zoning Board of Appeals

Treasurer Hohenstein discussed the Planning Commission has recommended member Wayne Williams to be the Planning Commission representative on the ZBA, and that the Board needs to approve the appointment. Discussion followed. **Motion** by Hohenstein, **Second** by Melton, **"To accept the Planning Commission's recommendation to appoint Wayne Williams to be the Planning Commission representative to the ZBA."** Motion carried.

G. Pineview Village Purchase Agreement

Treasurer Hohenstein discussed the offer from Platinum Management Resources for Pineview Village. Discussion followed. **Motion** by Hohenstein, **Second** by Smith, **"To accept the land purchase agreement for Pineview Village with Platinum Management Resources as presented."** Discussion. Roll call vote: Coddintong – yes, Counts – yes, Wilson – yes, Daus – yes, Hohenstein – yes, Melton – yes, Smith – yes. Motion carried (7-0).

**Motion** by Hohenstein, **Second** by Counts, **"To approve resolution 10.23.529, resolution to authorize the sale of property as presented."** Roll call vote: Smith – yes, Melton – yes, Hohenstein – yes, Coddington – yes, Counts – yes, Wilson – yes, Daus – yes. Motion carried (7-0).

H. Early Voting Agreement with Cohoctah Township and the City of Howell

Clerk Daus discussed the agreement for early voting with the two other municipalities. Discussion followed. **Motion** by Hohenstein, **Second** by Melton, **"To accept the agreement for election services**

between the City of Howell, Howell Township, and Cohoctah Township as presented, with the understanding that modifications may be necessary." Motion carried.

**CALL TO THE PUBLIC:**

None.

**REPORTS:**

- A. SUPERVISOR:
- B. TREASURER:  
Discussed the upcoming switch to BS&A Cloud.
- C. CLERK:  
Discussed the work going into getting prepared for the next election.
- D. ZONING:  
See Zoning Administrator Joe Daus's report  
Trustee Wilson inquired as to why his neighbor's violation has been removed from the list. Supervisor Coddington will discuss with the Zoning Administrator.
- E. ASSESSING:  
See Assessor Kilpela's report
- F. FIRE AUTHORITY:  
Supervisor Coddington reported on the Fire Authority
- G. MHOG:  
Trustee Counts reported on MHOG
- H. PLANNING COMMISSION:  
Trustee Counts reported on the Planning Commission
- I. ZONING BOARD OF APPEALS (ZBA):  
Trustee Smith reported on the ZBA
- J. WWTP:  
See Treasurer Hohenstein's report
- K. HAPRA:  
Item already covered
- L. PROPERTY COMMITTEE:  
Item already covered
- M. PARK & RECREATION COMMITTEE:  
Treasurer Hohenstein updated the Board on the status of the Township's Spark Grant application

**CLOSED SESSION:**

**Motion** by Hohenstein, **Second** by Counts, **"To go into closed session to discuss a confidential written legal opinion from the Township Attorney regarding Oakland Tactical vs. Howell Township."** Roll call vote: Hohenstein – yes, Smith – yes, Counts – yes, Wilson – yes, Coddington – yes, Daus – yes, Melton – yes. Motion carried (7-0).

**Motion** by Counts, **Second** by Hohenstein, **"To enter back into regular session."** Motion carried.

**DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:**

**Motion** by Hohenstein, **Second** by Counts, **"To accept the disbursements as presented and any normal and customary payments for the month."** Motion carried.

**ADJOURNMENT:** **Motion** by Daus, **Second** by Hohenstein, **"To adjourn."** Motion carried. The meeting was adjourned at 8:30pm.

  
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Sue Daus, Howell Township Clerk

  
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Mike Coddington, Howell Township Supervisor

  
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Tanya Davidson, Recording Secretary