

HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES

3525 Byron Road Howell, MI 48855

January 8, 2024

6:30 P.M.

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

Jeff Smith             Trustee

**Also in Attendance:**

Six 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.

**CALL TO THE BOARD:**

No additions

**APPROVAL OF THE AGENDA:**

January 8, 2024

**Motion** by Melton, **Second** by Hohenstein, **“To approve the agenda as presented.”** Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

December 11, 2023

REGULAR BOARD MEETING MINUTES

**Motion** by Hohenstein, **Second** by Melton, **“To accept the December 11<sup>th</sup> Board meeting minutes as presented.”** Motion carried.

CLOSED SESSION MEETING MINUTES

**Motion** by Hohenstein, **Second** by Melton, **“To accept the closed session minutes from December 11<sup>th</sup> as presented.”** Motion carried.

**CORRESPONDENCE:**

No additions, no questions.

**CALL TO THE PUBLIC:**

Andrew Hamm, 14 Santa Rosa Drive: inquired as to the status of the complaint filed by Bob Wilson for a camper in the front yard of a property on Bowen Road. Mr. Hamm was ticketed for violating the Township's ordinance with his camper.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

A. LESA Collection Agreement

Treasurer Hohenstein discussed the agreements between the schools and the Township to collect their millages on the summer tax bills. Treasurer Hohenstein has been working with the schools to amend the agreements so that the Township will receive the schools information in a timely fashion.

**Motion by Hohenstein, Second by Counts, "To accept the agreement with LESA for the summer school tax collection as presented." Motion carried.**

B. Howell Public Schools Collection Agreement

**Motion by Hohenstein, Second by Melton, "To accept the collection agreement for Howell Public Schools as presented." Motion carried.**

C. Shipping Containers – as requested by Michael Dietz

Michael Dietz requested the Township look into an ordinance for shipping containers. Mr. Dietz discussed the situation on his property with his neighbor's shipping containers. Treasurer Hohenstein discussed the issues brought to the Township's attention regarding shipping containers and the Township's zoning ordinance, section 14 that regulates storage units under 200 square feet. Discussion followed. **Motion by Hohenstein, Second by Daus, "To approve having the Planning Commission work on either creating an ordinance or amending the existing ordinance to deal with shipping containers." Motion carried 4-2.**

D. Request by Mason & Burkhart LLC to amend Heritage Square PUD, Parcel 4706-32-400-013, PC2023-13

Trustee Counts discussed the history of the Heritage Square PUD. Engineer Kevin McDevitt, Monument Engineering, discussed the history of the PUD and the changes that have been made since the original application in 2021, including the reduction in the number of housing units, driveway changes, and changes to the storm water collection system. Treasurer Hohenstein discussed the project having two developers on this PUD and the issues with green space and infrastructure that this creates. Treasurer Hohenstein also discussed the sidewalks and how to remediate the traffic created by this development. Trustee Wilson discussed the storm water system. **Motion by Hohenstein, Second by Counts, "To approve the preliminary PUD with the condition of reaching a written PUD agreement between the developer and the Township." Motion carried.**

E. Sewer and Water District #12

Treasurer Hohenstein discussed the history of sewer and water district #12 dating back to 2005 and the maps and sections of the Township Master Plan that were included in the Board packet along with the engineers rough cost analysis for construction of the sewer system as designed in 2005. Discussion followed. **Motion by Hohenstein, Second by Counts, "To approve the Township staff to work with engineering and the attorneys to gather preliminary information regarding sewer and water**

**district #12.**" Discussion followed. It was the consensus of the Board that the fees for engineering and from the attorneys be paid by the sewer and water fund. Motion carried 5-1.

**CALL TO THE PUBLIC:**

Andrew Hamm, 14 Santa Rosa Drive: discussed the Heritage Square PUD, storm water, and traffic. Kevin McDevitt answered questions on the storm water system and the site plan.

Rob Spaulding, 3500 Crandall Road: inquired on sewer and water district #12.

Doug Helzerman, County Commissioner: discussed the County Board's Chairmanship and Surf Internet.

**REPORTS:**

A. SUPERVISOR:

B. TREASURER:

Treasurer Hohenstein reported on the sidewalk project with the City along Grand River, informed the Board that the Pineview Village property sale closed, encouraged the Board to read the Township's PUD ordinance for future discussion on sending to the Planning Commission to be redone, informed the Board that Deputy Supervisor Kilpela left the Township's audit on the Board table for review and will be discussed at the next Board meeting.

C. CLERK:

Clerk Daus gave an update on the upcoming elections.

D. ZONING:

No zoning report was included from Zoning Administrator Joe Daus. Treasurer Hohenstein discussed education opportunities for the ZBA. **Motion** by Hohenstein, **Second** by Melton, **"To approve any ZBA member and the Zoning Administrator to attend the ZBA online certificate course put on by MSU Extension paid for by the Township."** Motion carried.

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):

No report

J. WWTP:

See Treasurer Hohenstein's report. Treasurer Hohenstein discussed the Committee's recommendations. **Motion** by Counts, **Second** by Hohenstein, **"To approve the wastewater treatment plant projects as presented."** Motion carried.

K. HAPRA:

Clerk Daus reported on HAPRA

L. PROPERTY COMMITTEE:

No report

M. PARK & RECREATION COMMITTEE:

Treasurer Hohenstein discussed the Park and Recreation Master Plan that was approved by the Board at the previous Board meeting. **Motion** by Melton, **Second** by Hohenstein, **"To approve resolution 1.24.535 as presented."** Roll call vote: Coddington – yes, Counts – yes, Wilson – yes, Daus – yes, Hohenstein – yes, Melton – yes. Motion carried 6-0.

**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."** Motion carried.

**ADJOURNMENT:** **Motion** by Counts, **Second** by Melton, **"To adjourn."** Motion carried. The meeting was adjourned at 8:00pm.

  
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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