

HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES
3525 Byron Road Howell, MI 48855
May 12, 2025
6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Sue Daus	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Tim Boal	Trustee
Shane Fagan	Trustee
Bob Wilson	Trustee

MEMBERS ABSENT:

Also in Attendance:

Deputy Supervisor Brent Kilpela
3 people signed in.

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:

None

APPROVAL OF THE AGENDA:

May 12, 2025

Motion by Counts, **Second** by Hohenstein, **"To approve the agenda."** Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

April 14, 2025

REGULAR BOARD MEETING MINUTES

Motion by Daus, **Second** by Hohenstein, **"Approval of the minutes for the Regular Board meeting for April 14th."** Motion carried - one dissent.

CLOSED SESSION MEETING MINUTES

Motion by Hohenstein, **Second** by Boal, **"To accept the closed session minutes from April 14th as presented."** Motion carried - one dissent.

CALL TO THE PUBLIC:

Sharon Lollio, 2650 Fisher Rd.: Spoke on the American Legions violation and ordinances.

Deb Drick, Chair of the Republican Party for Livingston County: Spoke on the American Legion, and ordinances.

Stephanie Booth, City of Howell: Spoke on the American Legion.

UNFINISHED BUSINESS:

- A. Wellhead Protection Ordinance and Overlay District
Treasurer Hohenstein explained that the clerical errors have been corrected on the Wellhead Protection Ordinance and Overlay District in order for it to be brought back to the Board. **Motion** by Hohenstein, **Second** by Boal, **"To accept Ordinance No. 290, the Wellhead Protection Ordinance and Overlay District as presented."** Roll call vote: Fagan – no, Hohenstein – yes, Coddington – yes, Daus – yes, Wilson – no, Counts – yes, Boal – yes. Motion carried (5-2).
- B. Howell-Mason LLC v. Howell Township
Informational court documents.

NEW BUSINESS:

- A. Approval of the 2025/2026 Budget
Motion by Counts, **Second** by Hohenstein, **"To approve the Howell Township 2025/2026 Proposed Budget as presented."** Motion carried.
- B. Financial Update – Deputy Supervisor Kilpela
Deputy Supervisor Kilpela reported on the Township's finances for 2025/2026 budget year. Revenue and Expenditure Report period ending 4/30/2025 and Cash Flow Report using budgeted revenue was reviewed. Deputy Supervisor Kilpela requested a budget amendment increase from the Board for the Engineering Contracted SVCS Expense from \$15,0000 to \$25,000 to account for the Wellhead Ordinance. **Motion** by Daus, **Second** by Hohenstein, **"To amend the budget number one."** Discussion followed. Motion carried. Deputy Supervisor Kilpela answered questions from the Board. Motion carried.
- C. Resolution to Update Poverty Exemptions
Deputy Supervisor Kilpela discussed the changes that have been made to the poverty exemption guidelines. **Motion** by Hohenstein, **Second** by Daus, **"To accept resolution 05.25.551 to adopt the current guidelines for granting poverty exemptions as presented."** Roll call vote: Wilson – yes, Boal – yes, Fagan – yes, Counts – yes, Coddington – yes, Hohenstein – yes, Daus – yes. Motion carried (7-0).
- D. Request to connect two City of Howell properties to Township Sewer and Water
Supervisor Coddington spoke on two properties that are requesting to be connected to Township water and sewer. **Motion** by Hohenstein, **Second** by Daus, **"To approve the connection to these two City properties as long as MHOG agrees to the connection as well, and as long as the City is willing to enter into an agreement should the sewer and water bills not be paid."** Motion carried.
- E. Heritage Square water REU split request
Treasurer Hohenstein reported that M/I Homes Heritage Square is requesting that the water REU's to be reconfigured across the four parcels. M/I Homes Heritage Square acknowledges that they will have to purchase additional REU's as development moves forward. **Motion** by Hohenstein, **Second** by Fagan, **"To accept the water REU allocation for M/I Homes Heritage Square as presented."** Motion carried – one dissent.

- F. HR Committee – Changes to Deputy Assessor and Deputy Zoning Admin duties
Motion by Hohenstein, **Second** by Daus, **“To accept the Human Resource Committee’s recommendations as presented.”** Motion carried.

- G. Resolution to Censure Trustee Wilson
Trustee Boal spoke on the resolution to censure Trustee Wilson. Trustee Wilson spoke in opposition to being censured. **Motion** by Boal, **Second** by Counts, **“To adopt Resolution 5.25.552 titled Reprimand and Censure of Trustee Bob Wilson as presented.”** Discussion followed. Roll call vote: Hohenstein – yes, Wilson – no, Counts – yes, Fagan – no, Coddington – yes, Daus – yes, Boal – yes. Motion carried (5-2).

CALL TO THE PUBLIC:

Kaye Don LeChevalier, 2900 Brewer Rd.: Refuted accusations that were made against him by Trustee Willson.

Justin Frederick, 225 Bain Dr.: Spoke about neighbor dispute, disapproval of Township policies.

Sharon Lollo, 2650 Fisher Rd.: Refuted accusations that were made against her by Trustee Wilson regarding Howell Nature Center and ADU's.

Ryan Kott, 222 Bain Dr.: Spoke about neighbor dispute.

Dennis Yaros: Spoke on behalf of his daughter, Kristina Hess, regarding neighbor dispute.

REPORTS:

- A. SUPERVISOR:
No report
- B. TREASURER:
See report
- C. CLERK:
Clerk Daus is requesting approval from the Board for the installation of Adobe Acrobat software on Township Hall computers. **Motion** by Fagan, **Second** by Counts, **“To approve the Adobe purchase.”** Motion carried.
- D. ZONING:
See Report
- E. ASSESSING:
See report
- F. FIRE AUTHORITY:
Supervisor Coddington reported on the Fire Authority.

- G. MHOG:
Trustee Counts reported on MHOG.
- H. PLANNING COMMISSION:
See draft minutes
- I. ZONING BOARD OF APPEALS (ZBA):
No report
- J. WWTP:
Motion by Daus, **Second** by Hohenstein, **"To approve the \$15,000 to refurbish the doors and replace the doors."** Motion carried.
- K. HAPRA:
See report
- L. PROPERTY COMMITTEE:
No report
- M. PARK & RECREATION COMMITTEE:
Treasurer Hohenstein reported that the Phase II study is underway for Tooley Road. Discussion followed
- N. SHIAWASSEE RIVER COMMITTEE:
No report

CLOSED SESSION

Motion by Counts, **Second** by Hohenstein, **"To enter into closed session for Burkhart Ridge v. Howell Township."** Roll call vote: Coddington – yes, Daus – yes, Hohenstein – yes, Boal – yes, Wilson – yes, Counts – yes, Fagan – yes. Motion carried (7-0).

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

Motion by Hohenstein, **Second** by Daus, **"To approve the agreement in Burkhart Ridge v. Howell Township as discussed in closed session to authorize the Supervisor to sign the agreement on behalf of the Township and authorize the Township Attorney to execute any necessary documents in related to the case."** Roll call vote: Daus – yes, Fagan – yes, Coddington – yes, Wilson – yes, Boal -yes, Counts – yes, Hohenstein – yes. Motion carried (7-0).

DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:

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

ADJOURNMENT: **Motion** by Daus, **Second** by Counts, **"To adjourn"** Motion carried.
The meeting adjourned at 9:04 p.m.



Sue Daus, Howell Township Clerk



Mike Coddington, Howell Township Supervisor



Tanya Davidson, Recording Secretary