

HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES

3525 Byron Road Howell, MI 48855

July 14, 2025

6:30 P.M.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Also in Attendance:

Six people signed in.

Supervisor Coddington called the meeting to order at 6:30 p.m.

All rose for the Pledge of Allegiance.

CALL TO THE BOARD:

Trustee Fagan declared that he would abstain from voting on item 7-B, Howell Twp. v Fagan – Appeal, due to conflict of interest.

Trustee Boal requested to add item 7-E, American Legion.

APPROVAL OF THE AGENDA:

July 14, 2025

Motion by Hohenstein, **Second** by Boal, **“To approve the agenda, as amended.”** Motion carried – one dissent

APPROVAL OF BOARD MEETING MINUTES:

June 9, 2025

REGULAR BOARD MEETING MINUTES

Motion by Hohenstein, **Second** by Daus, **“To accept the minutes for the regular board meeting of June 9th as presented.”** Motion carried – one dissent.

Request to add Trustee Wilson's statement as an addendum to the May Board meeting

Motion by Daus, **Second** by Wilson, **“I'll support that.”** Roll call vote: Hohenstein – no, Counts – yes, Wilson – yes, Boal – no, Daus – yes, Coddington – yes, Fagan – yes. Motion carried (5-2).

Request to add Trustee Boal's rebuttal to Trustee Wilson's statement as an addendum to the May Board meeting

Motion by Daus, **Second** by Counts, **“I'll make the motion.”** Roll call vote: Coddington – yes, Boal – yes, Daus – yes, Counts – yes, Fagan – yes, Hohenstein – no, Wilson – no. Motion carried (5-2).

CALL TO THE PUBLIC:

No response from the public

UNFINISHED BUSINESS:

Supervisor Coddington and Treasurer Hohenstein requested to deviate to item 7-B, Howell Twp v. Fagan – Appeal

- A. Howell Township Hall Renovations and Community Center
Supervisor Coddington discussed Lindhout's proposal to provide the oversight of the Township Hall renovations. Discussion followed. **Motion** by Hohenstein, **Second** by Counts, **"To accept the contract with Lindhout Associates for \$21,875.00 as presented."** Motion carried - one dissent.

It was the consensus of the Board to table discussion of the Community Center.

Motion by Hohenstein, **Second** by Counts, **"To deviate to 8-E."** Motion carried.

- B. Howell Twp v. Fagan – Appeal
Treasurer Hohenstein explained that the court documents for Howell Township v. Fagan were added to the packet for the Board's review.
- C. Cybersecurity / IT – Discussion
Treasurer Hohenstein discussed creating an ~~AD Hoc Committee~~ **[ad hoc committee]**. Discussion followed. **Motion** by Daus, **Second** by Boal, **"To approve the Committee."** Motion carried.
- D. ADU Ordinance
Treasurer Hohenstein explained that there were changes made to the ADU. Discussion followed. **Motion** by Hohenstein, **Second** by Boal, **"To accept the Zoning Ordinance to permit ADUs, which is Ordinance No. 292 as presented."** Roll call vote: Wilson – no, Hohenstein – yes, Boal – yes, Fagan – no, Coddington – yes, Daus – yes, Counts – yes. Motion carried (5-2).
- E. American Legion
Trustee Boal inquired if further legal opinion had been obtained on the matter of the American Legion's ticket. Discussion followed.

Motion by Daus, **Second** by Counts, **"To go back to 7-A."** Motion carried.

NEW BUSINESS:

- A. NSC Zoning District – Text Amendment
Treasurer Hohenstein discussed that the Planning Commission has been working on updating the NSC Zoning District Ordinance to include more uses. **Motion** by Hohenstein, **Second** by Boal, **"To accept the changes to the NSC Zoning District Ordinance No. 293 as presented."** Roll call vote: Boal – yes, Fagan – yes, Daus – yes, Hohenstein – yes, Wilson – yes, Counts – yes, Coddington – yes. Motion carried (7-0).
- B. Cemetery Digitization Proposal
Clerk Daus is requesting the Board's approval of a digital mapping software program for Pioneer & Fleming Road Cemeteries. Discussion followed. **Motion** by Hohenstein, **Second** by Daus, **"To accept the agreement with Cemify to digitize the Township Cemetery records as presented."** Motion carried.
- C. EMS Polling Place Lease Agreement
Clerk Daus explained that the EMS Polling Place Lease Agreement is due to be renewed. Clerk Daus also indicated that due to disruptive actions at the polling location this will be the last lease agreement that EMS will

grant for the Township to utilize as a Polling location. Discussion followed. **Motion** by Hohenstein, **Second** by Daus, **"To accept the amendment to the Polling Place Lease Agreement with Livingston County extending it thru November 2028 as presented."** Motion carried.

D. Wrangler's Saloon REU Reduction Request

Treasurer Hohenstein indicated that the Township Sewer Ordinance allows entities to request a reduction in their REUs, and Wrangler's Saloon has requested a REU reduction for the new building that they are proposing.

Motion by Hohenstein, **Second** by Daus, **"To accept Wrangler's REU reduction from 29 REUs to 18 REUs with the understanding the Township reserves the right to reevaluate and adjust REUs based on factual findings in the future."** Motion carried.

E. Letter of Intent to Purchase – Marr Road and Oak Grove Road Property

Eileen Zilch with Community Catalyst discussed the letter of intent (LOI) for the proposed purchase of the Township's 73.58-acre parcel located on the corner of Marr and Oak Grove Roads. Megan Farkas with DA Building gave a brief overview of the role DA Building would have in working with Community Catalyst. Jim Tischler from the State of Michigan gave a brief overview of how Tax Increment Financing (TIF) works and how Community Catalyst and DA Building would be able to put the TIF into place for a mixed income community. It was the consensus of the Board to table the topic until further information can be obtained. **Motion** by Daus, **Second** by Fagan, **"To table it until next month."** Motion carried.

F. Park Master Plan Proposal

Treasurer Hohenstein indicated that a Board decision needs to be made for the park master plan. Carlisle Wortman and Spicer Group provided a proposal for the Board to review. **Motion** by Counts, **Second** by Fagan, **"To accept the proposal by Carlisle Wortman and Associates to prepare a Park Master Plan."** Motion carried.

CALL TO THE PUBLIC

Tess Ware spoke on TIFs and affordable housing in Livingston County

REPORTS:

A. SUPERVISOR:

No report

B. TREASURER:

Treasurer Hohenstein reported on the following: The changeover has been completed for the new credit card processing system, and Comcast has been installed down Brewer Road.

C. CLERK:

No report

D. ZONING:

See Zoning Administrator Hohenstein's report. Discussion on Bain Road violation. Discussion on Warner Road violation.

E. ASSESSING:

See Assessor Kilpela's report

F. FIRE AUTHORITY:

Supervisor Coddington reported on Fire Authority

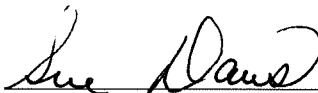
- G. MHOG:
Trustee Counts reported on MHOG
- H. PLANNING COMMISSION:
Trustee Boal reported on Planning Commission. See draft minutes. Discussion on Planning Commission attendance
- I. ZONING BOARD OF APPEALS (ZBA):
No report
- J. WWTP:
See report. Treasurer Hohenstein indicated that there may be a future possibility for renting the storage structure on the WWTP property for cold storage
- K. HAPRA:
Discussed the upcoming Melon Fest Event
- L. PROPERTY COMMITTEE:
Treasurer Hohenstein indicated that a letter was received from the EPA (see report)
- M. PARK & RECREATION COMMITTEE:
Treasurer Hohenstein spoke on the Phase II Environmental Site Assessment
- N. SHIAWASSEE COMMITTEE:
No report

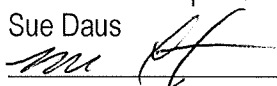
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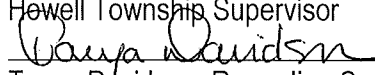
Motion by Hohenstein, **Second** by Daus, "To accept the disbursements as presented and any normal and customary payments for the month." Motion carried.

ADJOURNMENT:

Motion by Daus, **Second** by Counts, "To adjourn." Motion carried. The meeting adjourned (8:41 pm).



Howell Township Clerk
Sue Daus


Mike Coddington
Howell Township Supervisor


Tanya Davidson, Recording Secretary