

HOWELL TOWNSHIP REGULAR BOARD

MEETING MINUTES

3525 Byron Road Howell, MI 48855

March 10, 2026

6:30 P.M.

MEMBERS PRESENT:

Sue Daus	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Tim Boal	Trustee
Jodi Fulton	Trustee
Bob Wilson	Trustee

MEMBERS ABSENT:

Also in Attendance:

21 people signed in

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

CALL TO THE BOARD:

Treasurer Hohenstein asked Trustee Boal if he was interested in chairing the meeting. Trustee Boal agreed to Chair the meeting. **Motion** by Hohenstein, **Second** by Daus, **“To have Trustee Boal Chair the meeting tonight.”** Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

February 9, 2026

REGULAR BOARD MEETING MINUTES

Motion by Daus, **Second** by Hohenstein, **“To accept the minutes from February 9th.”** Motion carried.

CALL TO THE PUBLIC:

Kristina Lyke: Introduced herself and announced that she is running for Circuit Court Judge.

Todd Kozakiewicz, 6205 Raddatz Rd.: Spoke in support of the Resident Research Advisory Committee.

UNFINISHED BUSINESS:

A. Trustee Input on the Agenda

The Board discussed the process for Trustees to add topics to the meeting agenda. Following discussion, the Board reached a consensus to add a Trustees category under the Reports section of the agenda to allow Trustees to bring forward items for discussion.

B. McCririe v. Howell Township

Treasurer Hohenstein reported that the court documents for McCririe v. Howell Township were included in the packet for the Board's review.

NEW BUSINESS:

A. MHOG – New Operations Contract

Greg Tetara, MHOG Utility Director, presented the updated Operations Contract and requested the Board's approval of the revised agreement. Board discussion followed. **Motion** by Hohenstein, **Second** by Counts, **"To approve the MHOG Utilities Services Agreement from April 1, 2026, through September 30, 2031, as amended."** Motion carried.

B. Sewer and Water Rate Discussion

Treasurer Hohenstein reported that the Township Board had previously indicated that once the sewer and water debt was paid off, the debt fee would be removed from the water usage charges, and a rate study would be conducted. Treasurer Hohenstein noted that there are two companies capable of performing these studies and is requesting the Board's approval to proceed. Board discussion. **Motion** by Hohenstein, **Second** by Counts, **"To remove the Township debt fee from the water rates and to set the Township water rate to the MHOG rate moving forward."** Motion carried. Board discussion followed. **Motion** by Fulton, **Second** by Wilson, **"To approve Utility Financial Solutions for the five-year financial tracking and one-year rate design."**

Treasurer Hohenstein reported on the potential cost savings for the Township from implementing quarterly billing vs monthly billing and asked for the Board's input. Board discussion followed. **Motion** by Counts, **Second** by Hohenstein, **"To move to quarterly billing as presented, based on the timeline as set by MHOG billing and Howell Township Office Staff."** Motion carried.

C. Road Projects

Treasurer Hohenstein reported on the five-year road project plan and asked how the Board would like to proceed forward. [BOARD DISCUSSION ON COST SHARING WITH HANDY TOWNSHIP FOR THE MAINTENANCE OF TRUHN ROAD. MOTION BY COUNTS, "TO APPROVE THE GRAVEL ROAD PROJECTS AS PRESENTED, CONTINGENT UPON DISCUSSION WITH HANDY TOWNSHIP ABOUT COST SHARING." THERE WAS FURTHER BOARD DISCUSSION REGARDING WHETHER HOWELL TOWNSHIP SHOULD MOVE FORWARD WITH THE TRUHN ROAD PROJECT IN THE ABSENCE OF FUNDING FROM HANDY TOWNSHIP. MOTION BY COUNTS, "TO TABLE THE GRAVEL ROAD PROJECTS."] The Board discussed the matter further. **Motion** by Hohenstein, **Second** by Counts, **"To approve the Byron Road crack sealing from M-59 to Allen, and the Tooley Road crack sealing from M-59 to the end of pavement, as long as the Livingston County Road Commission still has funds in their road maintenance."** Board discussion regarding Crandall Road project. **Motion** by Counts, **Second** by Hohenstein, **"To approve the gravel road project for Crandall Road, as presented."** Motion carried.

D. Mann IT – Quote

Treasurer Hohenstein reported that the final step in transitioning the office staff to new computers involves the IT company completing the software installation onto the new computers. The bid from Mann IT to perform this work was included in the meeting packet, and Treasurer Hohenstein requested the Board's approval to move forward. Board discussion followed. **Motion** by Hohenstein, **Second** by Counts, **"To accept the bid from Mann IT to finish the laptop set-up for \$1800.00, as presented."** Motion carried.

E. Township Email Discussion

Treasurer Hohenstein requested the Board's guidance on necessary updates needed for the Township's phone and internet services to enhance security. Board discussion followed. The Board

reached a consensus to obtain quotes for the required phone and internet services.

Trustee Boal emphasized the need for all Township Board members to have their own Township email accounts to conduct official Township business. Board discussion followed. It was the consensus of the Board to obtain quotes from Mann IT for services to maintain Township email accounts.

Assessor Kilpela requested a budget amendment to increase IT support expenses by \$3000.00. **Motion** by Wilson, **Second** by Daus, **“To increase IT expense by \$3000.00.”** Motion carried.

F. Appointment to Supervisor Open Seat

Trustee Boal invited the applicant to stand and introduce himself. Rob Spaulding introduced himself and answered questions from the Board. **Motion** by Hohenstein, **Second** by Daus, **“To appoint Rob Spaulding to the position of Supervisor.”** Motion carried.

G. Flag Contract – Renewal

Motion by Hohenstein, **Second** by Daus, **“To accept the annual flag renewal from Rocket Enterprises, as presented.”** Motion carried.

H. Resident Research Advisory Committee – Revised Organizational Structure

Dan Bonello stated that with Cory Alchin's appointment to the Planning Commission and Jodi Fulton's appointment to the Township Board, the Resident Research Advisory Committee membership needed to be restructured. Greg Lehr and Angela Barbash were added as members, and Bob Wilson was removed from the committee. **Motion** by Hohenstein, **Second** by Wilson, **“To accept the membership change to the Resident Research Advisory Committee, as presented.”** Motion carried.

CALL TO THE PUBLIC:

Mark Mannisto, 2330 Tooley Rd.: Spoke in opposition of Tooley Rd. rezoning.

Debra Mannisto, 2330 Tooley Rd.: Spoke in opposition to the Tooley Rd. rezoning.

REPORTS:

A. SUPERVISOR:

No report

B. TREASURER:

Treasurer Hohenstein reported that the Treasury Department has completed the tax collection and is now in the process of settling with the County.

C. CLERK:

Clerk Daus reported that the Clerk's Department is managing FOIA requests and preparing for the upcoming 2026 elections.

D. ZONING:

Zoning Administrator Hohenstein requested the Board's approval to attend the 2026 Master Citizen Planner class. **Motion** by Daus, **Second** by Boal, **“To approve educational classes.”** Motion carried. Board discussion followed.

- E. ASSESSING:
Assessor Kilpela reported that the Land Division Act has been revised under State guidelines.
- F. FIRE AUTHORITY:
See report
- G. MHOG:
Treasurer Hohenstein gave a brief overview.
- H. PLANNING COMMISSION:
Trustee Boal reported on Planning Commission. See draft minutes.
- I. ZONING BOARD OF APPEALS (ZBA):
No report
- J. WWTP:
See report
- H. HAPRA:
See report
- I. PROPERTY COMMITTEE:
No report
- J. PARK & RECREATION COMMITTEE:
No report
- K. SHIAWASSEE RIVER COMMITTEE:
No report

DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:

Motion by Hohenstein, **Second** by Daus, “**Move to accept the disbursements as presented and any normal and customary payments for the month.**” Motion carried.

ADJOURNMENT: **Motion** by Counts, **Second** by Daus, “To adjourn.” Motion carried. The meeting was adjourned at 8:59 pm.

Robert Spaulding, Howell Township Supervisor

Sue Daus, Howell Township Clerk

Tanya Davidson, Recording Secretary