

**HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES**

3525 Byron Rd. Howell, MI 48855

June 8, 2026

6:30 P.M.

MEMBERS PRESENT:

Robert Spaulding	Supervisor
Sue Daus	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Tim Boal	Trustee
Bob Wilson	Trustee

MEMBERS ABSENT:

Also in Attendance:

7 people signed in

Deputy Supervisor Kilpela, M/I Homes representative David Straub.

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

CALL TO THE BOARD:

None

APPROVAL OF THE AGENDA:

June 8, 2026

Motion by Hohenstein, **Second** by Daus, **"To approve the agenda as presented."** Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

May 11, 2026

REGULAR BOARD MEETING MINUTES

Motion by Daus, **Second** by Hohenstein, **"To approve the Board meeting minutes of May 11th."** Motion carried.

May 11, 2026

2026/2027 BUDGET MEETING MINUTES

Motion by Hohenstein, **Second** by Counts, **"To accept the Budget meeting minutes from May 11th as presented."** Motion carried.

CALL TO THE PUBLIC:

Jeff Smith, 3774 Mason Rd.: Spoke in support on Heritage Square development, and the impact of the Land Division Act.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. Heritage Square (M/I Homes) Phase II and III Final PUD Approval

Treasurer Hohenstein provided an update regarding the development process for Heritage Square, including Phases II and III of the M/I Homes project.

David Straub of M/I Homes provided an update on the Heritage Square development. He reported that the model home for Phase I has officially opened and that public response has been positive, resulting in early sales. Residents are expected to begin moving into the community later this month. Board discussion followed. Mr. Straub answered questions from Board members regarding the proposed Phase II and Phase III improvements to the Heritage Square development. **Motion by Hohenstein, Second by Daus, "To accept phases II and III for Heritage Square with the plans dated May 26, 2026 as it meets the conditions set out in Article 27 of the ordinance and all conditions set out by the Township Planning Commission."** Motion carried.

B. Land Division Act Updates and Discussion

Deputy Supervisor Kilpela requested direction from the Board regarding implementation of the amended Land Division Act prior to its effective date of March 2027. He also noted that the Township may review and amend its zoning standards if it wishes to allow land division opportunities beyond those required by the amended Act. Board members expressed support for continuing the review process and receiving additional information regarding the implementation of the amended Land Division Act.

C. Human Resources – Staff Pay Discussion

The Board discussed the Human Resources Committee's recommendation regarding staff compensation for the 2026/2027 budget year. The Committee recommended a 2.8% cost-of-living adjustment (COLA) for Township staff. It was noted that new employee Amanda Bonnville is not eligible for a wage increase at this time due to her recent hire date. Discussion followed regarding whether Deputy Assessor Carol Makushik, a long-term employee who is scheduled to retire in September, should be included in the proposed wage increase. Board members agreed that all eligible employees, including those nearing retirement, should receive the wage increase. The Board then discussed the Township's retirement contribution of 15%. Concerns were raised regarding how this compares to other municipalities and whether it should be reviewed in the future. It was noted that further analysis of comparable municipalities and total compensation (wages and benefits) may be warranted at a future meeting or through the Human Resources Committee. **Motion by Counts, Second by Daus, "To accept Howell Township Human Resources Committee recommendation for 2026/2027 employee raise discussion Social Security Cost of Living Adjustment (COLA) for 2026 of 2.8%, motion should apply for all employees who have been employed by the Township for more than one year."** Board discussion followed. Motion carried. The Board then discussed the redistribution of responsibilities among Township staff of duties previously performed by the Deputy Assessor, who is scheduled to retire in September. **Motion by Counts, Second by Hohenstein, "To accept the HR Committee recommendation to increase Tanya Davidson's pay by \$2.00 per hour to compensate for FOIA coordinator and additional duties that were formally done by the Deputy Assessor who is retiring in September and to increase Teresa Murrish's pay by \$1.00 an hour to accommodate the additional duties that she is taking on that were formerly done by the Deputy Assessor who is retiring in September."** Motion carried.

D. Resolution – FOIA Coordinator

Motion by Hohenstein, **Second** by Daus, **“To accept resolution 06.26.563 appointing Tanya Davidson as the FOIA coordinator.”** Roll call vote: Wilson – yes, Counts – yes, Boal – yes, Daus – yes, Fulton – yes, Hohenstein – yes, Spaulding – yes. Motion carried.

E. Pay Increases for 2026/2027 Budget Year

Supervisor – **Motion** by Wilson, **“To have no pay increase for the Supervisor.”** Motion rescinded.
Motion by Hohenstein, **Second** by Counts, **“To accept the resolution to establish the Supervisor salary, Resolution number 06.26.564 for \$36,642.00 annual salary as presented.”** Roll call vote: Fulton – yes, Boal – yes, Wilson – yes, Counts – yes, Hohenstein – yes, Spaulding – yes, Daus – yes. Motion carried.

Clerk – **Motion** by Hohenstein, **Second** by Daus, **“To accept resolution 06.26.565 to establish the Clerk’s salary at \$36,642.00 as presented.”** Roll call vote: Daus – yes, Hohenstein – yes, Spaulding – yes, Counts – yes, Boal – yes, Fulton – yes, Wilson – yes. Motion carried.

Treasurer – **Motion** by Hohenstein, **Second** by Daus, **“To accept resolution 06.26.566 to establish the Treasurer’s salary at \$36,642.00 as presented.”** Roll call vote: Spaulding – yes, Fulton – yes, Boal – yes, Counts – yes, Daus – yes, Wilson – yes, Hohenstein – yes. Motion carried.

Trustee – **Motion** by Hohenstein, **Second** by Fulton, **“To accept resolution 06.26.567 to establish the salary for Trustee \$6,107.00 as presented.”** Roll call vote: Hohenstein – yes, Daus – yes, Fulton – yes, Spaulding – yes, Counts – yes, Boal – yes, Wilson – yes. Motion carried.

CALL TO THE PUBLIC:

Dan Bonello, 3531 Warner Rd.: Spoke on the potential impacts that future land divisions and residential development may have on water drainage within the Township.

REPORTS:

A. SUPERVISOR:

Supervisor Spaulding reported that the Township recently held a ZBA training that he found to be informative and beneficial. He also informed the Board that the County Planning Department will be hosting a "Lunch and Learn" session regarding updates to the Michigan Land Division Act.

B. TREASURER:

Treasurer Hohenstein reported that the Township's tax bills have received county approval and have been submitted for printing and tax bills will be mailed out in early July.

C. CLERK:

Clerk Daus reported that the Township has received the official Call to Election from the County Clerk in preparation for the upcoming August election. She noted that additional election workers are needed and encouraged interested individuals to apply or contact the Clerk’s department for information. Clerk Daus also reported that permanent ballot applications have been mailed to eligible voters.

- D. ZONING:
Zoning Administrator Hohenstein reported that the report was included in the meeting packet.
- E. ASSESSING:
See Deputy Supervisor Kilpela reported that his written report was included in the meeting packet. He also reported that there has been an increase of requests from third-party companies seeking large data extracts from the Township and whether the Township should continue providing these extracts at no charge. Board members discussed the matter and expressed support for establishing a fee schedule for bulk data requests. The Assessor indicated that he would research comparable fees charged by other municipalities and present a recommendation for future Board consideration. Deputy Supervisor Kilpela also provided an update regarding ongoing litigation involving Operating Engineers.
- F. FIRE AUTHORITY:
Supervisor Spaulding reported that his written report was included in the meeting packet. Discussion was held regarding previously raised concerns related to the radios and communication tower. It was noted that no updates had been discussed at the most recent meeting. Supervisor Spaulding also reported that fire authority is in the process of recruiting a new Chief.
- G. MHOG:
Trustee Counts reported production of 46.9 million gallons of water for the month of April. Updates were provided on the cross-country main project.
- H. PLANNING COMMISSION:
Trustee Boal reported that the May Planning Commission meeting was cancelled and a data center subcommittee meeting was held.
- I. ZONING BOARD OF APPEALS (ZBA):
No report
- J. WWTP:
Clerk Daus reported that Board approval is required for the purchase of a replacement ferric chloride pump for the wastewater treatment plant at a cost of \$5,545.00 **Motion** by Counts, **Second** by Hohenstein, **"Approval item 1.10 in the Wastewater Treatment Plant from Kennedy Industries in the amount of \$5,545.00 for ferric chloride pump."** Motion carried. Discussion followed.
- K. HAPRA:
Clerk Daus reported that a written report was included in the meeting packet.
- L. PROPERTY COMMITTEE:
Treasurer Hohenstein reported that there is an interested party for the Marr Road and Oak Grove property, and that the Township is awaiting a purchase agreement.

M. PARK & RECREATION COMMITTEE:

Treasurer Hohenstein reported that the Township is working with Spicer on developing an RFP for the site plan for the park property and the timeline will depend on the Board's review and consideration process.

N. SHIAWASSEE RIVER COMMITTEE:

Board discussion was held regarding maintenance of the Shiawassee River.

O. TRUSTEE:

Trustee Wilson discussed his grievance regarding a prior censure action and requested clarification from Trustee Boal.

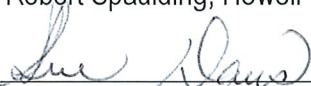
Trustee Boal recognized Board members and Township staff for their participation in the Township Clean-up Day and thanked them for their time and efforts in supporting the event.

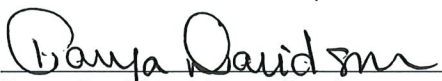
DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:

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 Counts, **Second** by Daus, **"To adjourn"** Motion carried. The meeting was adjourned at 8:37 p.m.


Robert Spaulding, Howell Township Supervisor


Sue Daus, Howell Township Clerk


Tanya Davidson, Recording Secretary