

HOWELL TOWNSHIP BOARD MEETING
3525 Byron Road
Howell, MI 48855
September 11, 2017
6:30 P.M.

1. Call to Order.
2. Roll Call: Mike Coddington () Dar Howard ()
 Jean Graham () Carolyn Eaton ()
 Jonathan Hohenstein () Harold Melton ()
 Matthew Counts ()
3. Pledge of Allegiance:
4. Call to the Board:
5. Approval of the Minutes:
 A. Regular Board Meeting, August 14, 2017
6. Correspondence:
7. Call to the Public:
8. Unfinished Business:
 A. Kennels
9. New Business:
 A. General Appropriations Act Resolution
 B. Business License Fees
10. Reports:
 A. Supervisor B. Treasurer C. Clerk D Zoning
 E. Assessing F. Fire Authority G. MHOG H. Planning Commission
 I. Z B A J. Website K. WWTP L. HAPRA
11. Call to the Public:
12. Disbursements: Regular and Check Register
13. Adjournment:

AGENDA ITEM

5

HOWELL TOWNSHIP BOARD REGULAR MEETING

MINUTES

Howell Township Hall

August 14, 2017

6:30. p.m.

MEMBERS PRESENT:

Mike Coddington Supervisor
Jonathan Hohenstein Treasurer
Matthew Counts Trustee
Carolyn Eaton Trustee
Dar Howard Trustee
Harold Melton Trustee

MEMBERS ABSENT:

Jean Graham Clerk

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. All rose for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

MOTION by Melton, seconded by Howard, **"TO APPROVE THE AUGUST 14, 2017 AGENDA AS PRESENTED."** Motion carried.

APPROVAL OF MINUTES:

MOTION by Hohenstein, seconded by Counts, **"TO APPROVE THE JULY 10, 2017 REGULAR MEETING MINUTES AS CORRECTED: UNDER ITEM, HUMAN RESOURCES, CHANGE THE WORD 'VERSES' TO 'VERSUS'. UNDER REPORTS, WWTP, CHANGE 'THEIR RECOMMENDATION' TO 'THE LIVINGSTON COUNTY HEALTH DEPARTMENT'S RECOMMENDATION'. ALSO CHANGE THE WORD 'DEBIT' TO 'DEBT'."** Motion carried. (See August 14, 2017 Meeting Minutes)

CORRESPONDENCE:

See List.

CALL TO THE PUBLIC:

Longtime residents, Dennis and Denise Harp, 212 Edgemont Drive have concerns about the Township allowing chickens on smaller residential areas. The Township Board informed her that the Township had an ordinance in the past but then the "Right to Farm Act" came into effect and superseded our ordinance. Mr. and Mrs. Harp inquired if chickens are allowed, what stops someone from having other farm animals on small properties in a subdivision. They would like the Township to have an ordinance against allowing these animals in these types of zonings. It was recommended; to start the process of trying to change an ordinance, they will need to write a letter to the Board, stating their reasons for an ordinance change.

New resident, David Hazen, 2227 Oak Grove Road stated he was sent a notice from the Township stating that it is against the Township ordinance to park his boat in the front yard and that he needs to move his boat to the side or rear yard. He stated he does not have access to the rear yard and his house is build up to his side setbacks. He also stated, that you can see that there are many, who have campers, trailers, motor homes, horse trailers, boats, tractors and combines parked in the front of their house all over the Township and is in violation. He wanted to know even though his boat is plated and insured and has no other place to park his boat, is the Township going to say he has to get rid of his boat? He is also planning on buying a motorhome, where will he be able to park it? (He received the notice of violation because someone complained. Suggestion was to park off site. The farm equipment would fall under the "Right to Farm Act.) He would like to make an amendment to the ordinance. (You will have to go through the process. You first have to write a letter to the Board.) It was also suggested that he request the ZBA for a variance to place a pad on his side yard to park his boat. He stated he doesn't have enough room within his side yard.

FINANCIAL REPORT:

Deputy Supervisor Kilpela gave an overview of the township's Revenue and Expenditure period ending 06/30/2017 and the Cash Flow Using Budgeted Revenue Report and the Cash Flow Using Historical Average Revenue. The Board thanked Kilpela for the good work.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Pavilion/Gazebo Repair Bids – Two bids were received for repairs to the Township's pavilion/gazebo. **MOTION** by Howard, seconded by Hohenstein, **"TO ACCEPT BID FOR \$1,975.00 FROM LOUIS JOHNSON FOR REPAIRS TO THE TOWNSHIP PAVILION/GAZEBO."** Discussion followed. Motion carried.

REPORTS:

A. SUPERVISOR:

(Coddington reported on the following items)

- Sewer on Warner Road, the manhole has been a challenge but it is in.
- Confirmed that on a certain property it was disclosed to the owner that before, during and after the manhole went in on Warner Road that the line would not be ran to their property by the Township.

B. TREASURER:

(Hohenstein reported on the following item)

- Tax collection is going well.

C. CLERK:

(Deputy Johnson reported on the following item)

- Although there are enough burial sites for a few years, it is getting time, where the Township will need to start thinking about cemetery expansion. Talked with Huron Cemetery Maintenance (the Township's grave opener and closer) about digging a hole in the circular section of the Pioneer Cemetery. This section is usually very wet. A few years ago several loads of dirt was put in the middle section, but all that dirt has now sunk in. This section has not yet been plotted out for burial sites. Huron Cemetery Maintenance will dig the hole in the spring to check the water table level but they are already suggesting to look for another site because it so wet along the back drive. It was suggested that the Board start looking into other property for another cemetery.

D. ZONING:

(Prepared by Daus)

- See report.

E. ASSESSING:

(Prepared by Assessor Kilpela)

- See report.

F. FIRE AUTHORITY:

(Coddington reported on the following items)

- The Fire Marshal received the "Executive Officer" through the National Fire Academy.
- Election of officers. They remain unchanged.
- Expansion is going to the City of Howell Planning Commission to get their approval.

G. MHOG:

(Howard reported on the following items)

- Discussion on new connections.
- Have acquired most of the properties for the Cross County Main.
- Growth on water usage.
- Consideration of the Township becoming a Charter Township.

H. PLANNING COMMISSION:

(Counts reported on the following items)

- Set two Public Hearings.

I. ZONING BOARD OF APPEALS (ZBA):

(Eaton reported on the following item)

- The next ZBA Meeting is set for Monday, August 21st.

J. WEBSITE:

(Counts)

- Nothing new to report.

K. WWTP:

(Hohenstein reported on the following items)

- Oak Grove Pump #5 generator stopped working. A bid from Cummins Sales and Service for \$2,329.10 was given to get the generator working again. **MOTION** by Hohenstein, seconded by Melton, **"TO ACCEPT THE BID OF \$2,329.10 FOR THE OAK GROVE PUMP #5 GENERATOR AS PRESENTED."** Discussion followed. Motion carried.
- Sludge Tanks Valves are down 15 feet and under asphalt. One of these valves need to be replaced. The estimated cost is roughly \$40,000.00. Discussion on putting in a manhole would be feasible for future replacement of valves because there is no other way to access. Treasurer Hohenstein will get with G/O to see what the cost would be and if it is the best way to go.
- UV Treatment update – the company that installed the system is no longer in business. There is a company that can retro-fit the current UV treatment with an updated model. The new retro-fit bid is for \$145,000.00 for 2 modules. Discussion followed. It was the consensus of the Board to have the Plant Manager bring this back to the Board with more information.

L. HAPRA:

(Graham)

- No report.

CALL TO PUBLIC:

John Mills, 1750 Oak Grove Road – 1) felt that the two residents who spoke at previous Call to the Public had legitimate issues. Mr. Mills stated that he was at a City Council Meeting dealing with the same issues. Chicken owners are required to have containment according to USDA specifications. They also would require to have the neighbor's written permission to have the chickens. Would like the Township to look into their ordinance as

a proto type. 2) The issue of parking, the city is ruthless when violating the parking of vehicles. He suggested that the Township provide a list where residents can park their boats, motorhomes and etc. 3) Attended a Cohoctah Township Board Meeting where it was stated they received monies from the County Road Commission. He asked if the Board felt connected with the County Road Commission and if the Board is getting their fair share. 4) There was discussion at a previous meeting about installing a left-turn signal at the light at the corner of Oak Grove and M-59. (The preliminary results from MDOT is that, they are denying the request.) 5) Wanted to know the REU's ratio for facilities like the new Senior Living Facility on Burkhart Road. (There is a formula, 1 per bed, plus extra for things like kitchens.) He also stated that the facility is planning on expanding. (The Township is aware of this and site plans have been approved.) 6) Talked with Bio-tech, injection of bio-solids on some Township properties should commence soon.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Eaton, seconded by Hohenstein, **"TO APPROVE THE REGULAR DISBURSEMENTS THROUGH AUGUST 9, 2017 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

ADJOURNMENT: **MOTION** by Hohenstein, seconded by Howard, **"TO ADJOURN."** Motion carried. The meeting adjourned 7:40 p.m.

APPROVED:

As Presented: _____

Jean Graham
Howell Township Clerk

As Amended: _____

Mike Coddington
Howell Township Supervisor

As Corrected: _____

Dated _____

Debby Johnson
Recording Secretary

AGENDA ITEM

6

CORRESPONDENCE

September 11, 2017

1. **PLANNING & ZONING NEWS** – Vol. 35, June 2017
2. **TOWNSHIP FOCUS** – September 2017
3. **MIOSHA TRAINING** – 2017-2018 Fall and Winter Schedule
4. **AMERICAN FUNDS** – Semi-annual report, June 30, 2017
5. **MMLE (Michigan Marijuana Law Experts, LLC)** – Are You Prepared?

AGENDA ITEM

8A

Modify Article II. Definitions.

Sec. 2.02. DEFINITIONS.

~~***Kennel.** Any lot or premises on which four (4) or more dogs are kept or boarded temporarily or permanently, for the purpose of breeding, for sale, or otherwise. It shall also include any lot or premises on which other fur-bearing household or domestic pets of like number are bred or sold.*~~

***Kennel, Commercial.** Any combination of buildings and/or land used, designed or arranged for the commercial boarding, breeding, training, and/or care of three (3) or more household pets subject to the regulations in Section 14.42. This definition shall not be construed to include private kennels, retail pet stores, or veterinary clinics unless boarding occurs in a way that is not incidental to the primary purpose of those operation.*

***Kennel, Rural-Private.** Any combination of buildings and/or land used, designed or arranged for ~~private personal~~ breeding, training and/or care of three (3) or more household ~~pets~~dogs six (6) moths or older which are belonging to the kennel owner and kept for purposes of sale, show, training, or hunting. Rural kennels do not include commercial boarding. No more than one litter of such animals six (6) moths or younger shall be permitted at any one time. or as pets, provided that no more than (4) such animals six (6) months old or older are kept on the premises either permanently or temporarily. The keeping of such animals shall be strictly incidental to the principal use of the premises. Rural kennels are subject to the regulations in Section 14.44.*

***House Hold Pets.** Any domesticate animal customarily kept as a pet in the home as an incidental accessory to the principal use as a residence. No more than 4 such animals six (6) moths or older, excluding caged animals, may be kept per dwelling unit. No more than one litter of such animals six (6) moths or younger shall be permitted at any one time.*

Modify Article IV. AR Agricultural – Residential District.

Section 4.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

B. Kennels for dogs.

- ~~1) All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.~~
- ~~2) For dog kennels, the minimum lot size shall be ten (10) acres for the first ten (10) dogs and an additional one-third (1/3) acre for each one (1) additional dog.~~
- ~~3) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling or any adjacent~~

building used by the public and shall not be located in any required front, rear or side yard setback area.

4) ~~Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)~~

5) ~~The owner of an approved dog kennel shall prior to December 1st each year fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.~~

~~B. Commercial Kennels subject to Section 14.4.~~

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Section 4.04 PERMITTED ACCESSORY USES

~~D. Private Kennels.~~

~~E. House Hold Pets~~

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Section 4.05 PERMITTED ACCESSORY USES WITH CONDITIONS.

~~D. Commercial Kennels subject to Section 14.42.~~

~~D. Rural Kennels subject to Section 14.44~~

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Modify Article VI. SFR Single-Family Residential District.

Section 6.04 PERMITTED ACCESSORY USES

~~C. Private Kennels.~~

~~C. House Hold Pets~~

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Modify Article VII. MFR Multiple-Family Residential District.

Section 7.04 PERMITTED ACCESSORY USES

~~C. Private Kennels.~~

~~C. House Hold Pets~~

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Modify Article IX. NSC NEIGHBORHOOD SERVICE COMMERCIAL DISTRICT.

Section 9.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

F. Commercial Kennels subject to Section 14.42.

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Modify Article X, RSC Regional Service Commercial District.

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Section 10.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

D. Commercial Kennels subject to Section 14.42.

Modify Article XI, HSC Highway Service Commercial District.

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Section 11.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

D. Commercial Kennels subject to Section 14.42.

Modify Article XII, HC Heavy Commercial District.

Section 12.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS.

E. Commercial Kennels subject to Section 14.42.

Modify Article XIV, Supplemental Regulations.

Section 14.42 COMMERCIAL KENNELS

1. All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.

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For dog kennels, the minimum lot size shall be ten (10) acres for the first ten (10) dogs and an additional one third (1/3) acre for each one (1) additional dog.

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2. For commercial dog kennels in NSC, RSC, HSC, HC districts the minimum lot size shall comply with the dimensional requirements of the district in which the kennel is located.

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3. Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling or any adjacent building used by the public and shall not be located in any required front, rear or side yard setback area.

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4. All animals shall be kept in a sound proof, enclosed structure, except for walking and outdoor exercise when accompanied and controlled by an employee of the kennel. The Special Use Permit may limit the time during which the animals are permitted out of the building.

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5. An operations and maintenance plan shall be submitted that specifically addresses how noise attenuation will be accomplished and how waste will be handled.

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6. Facilities must be connected to public utilities where available.

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7. Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)

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~~1-8.~~ The owner of an approved dog kennel shall, prior to December 1st each year, fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.

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Section 14.44 RURAL KENNELS

1. All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.

2. For rural kennels, the minimum lot size shall be five (5) acres for the first five (5) dogs and an additional one (1) acre for each one (1) additional dog with a maximum of 10 dogs.

3. Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling or any adjacent building used by the public and shall not be located in any required front, rear or side yard setback area.

4. All animals shall be kept in an enclosed structure, except for walking and outdoor exercise when accompanied and controlled by an employee of the kennel. The Special Use Permit may limit the time during which the animals are permitted out of the building.

9. An operations and maintenance plan shall be submitted that specifically addresses how noise attenuation will be accomplished and how waste will be handled.

5. Applicant shall include a waste management plan.

6. Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)

7. The owner of an approved dog kennel shall, prior to December 1st each year, fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.

Modify Article II. Definitions.

Sec. 2.02. DEFINITIONS.

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Modify Article IV. AR Agricultural – Residential District.

Section 4.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

Section 4.04 PERMITTED ACCESSORY USES

E. House Hold Pets

Section 4.05 PERMITTED ACCESSORY USES WITH CONDITIONS.

D. Rural Kennels subject to Section 14.44

Modify Article VI. SFR Single-Family Residential District.

Section 6.04 PERMITTED ACCESSORY USES

C. House Hold Pets

Modify Article VII. MFR Multiple-Family Residential District.

Section 7.04 PERMITTED ACCESSORY USES

C. House Hold Pets

Modify Article IX. NSC NEIGHBORHOOD SERVICE COMMERCIAL DISTRICT.

Section 9.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

F. Commercial Kennels subject to Section 14.42.

Modify Article X. RSC Regional Service Commercial District.

Section 10.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

D. Commercial Kennels subject to Section 14.42.

Modify Article XI. HSC Highway Service Commercial District.

Section 11.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

D. Commercial Kennels subject to Section 14.42.

Modify Article XII. HC Heavy Commercial District.

Section 12.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS.

E. Commercial Kennels subject to Section 14.42.

Modify Article XIV. Supplemental Regulations.

Section 14.42 COMMERCIAL KENNELS

1. All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.
2. The minimum lot size shall comply with the dimensional requirements of the district in which the kennel is located.

3. Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling and shall not be located in any required front, rear or side yard setback area.
4. All animals shall be kept in a sound proof, enclosed structure, except for walking and outdoor exercise when accompanied and controlled by an employee of the kennel. The Special Use Permit may limit the time during which the animals are permitted out of the building.
5. An operations and maintenance plan shall be submitted that specifically addresses how noise attenuation will be accomplished and how waste will be handled.
6. Facilities must be connected to public utilities where available.
7. Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)
8. The owner of an approved dog kennel shall, prior to December 1st each year, fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be specified in the Township Fee Schedule.

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4. All animals shall be kept in an enclosed structure, except for walking and outdoor exercise when accompanied and controlled by an employee of the kennel. The Special Use Permit may limit the time during which the animals are permitted out of the building.
9. An operations and maintenance plan shall be submitted that specifically addresses how noise attenuation will be accomplished and how waste will be handled.
5. Applicant shall include a waste management plan.

6. Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)
7. The owner of an approved dog kennel shall, prior to December 1st each year, fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.

AGENDA ITEM

9A

HOWELL TOWNSHIP
RESOLUTION ADOPTING A
GENERAL APPROPRIATIONS ACT

May 8, 2017
05.17.427

WHEREAS the Supervisor has prepared and submitted a recommended annual Budget which includes expenditure and revenue data to the legislative body of Howell Township, a true copy of which is attached hereto and is incorporated herein; and

WHEREAS a public hearing has been noticed and held by the Howell Township Board upon said budget in accordance with Act 621, Public Acts of 1978, as provided and an opportunity given to all present to comment upon the same; and

WHEREAS the Township Board is now satisfied that the Budget as submitted by the Chief Administrative Officer is in the best interest of the government of the Township.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Howell Township hereby adopts the aforementioned Budget, by activity, to govern expenditures of the Township General Fund, Road Fund, Recreation Fund and Capital Improvement Fund for the next fiscal year, subject to such changes as may subsequently be found necessary by said Township Board.

BE IT FURTHER RESOLVED that the Supervisor shall provide a periodic financial report that shall be given to the Township Board on the financial condition of the Township funds.

Motion by Counts, seconded by Eaton, to adopt the foregoing resolution upon a roll call vote:

YES: Hohenstein, Howard, Counts, Eaton, Coddington, Melton

NO: None

ABSENT: Graham

I further certify that the following Members were present at said meeting:

and that the following Members were absent: None.

The Supervisor declared the motion carried and the resolution duly adopted.

By: _____

Attested: _____

Jean Graham
Township Clerk

Mike Coddington
Township Supervisor

Date of Adoption: _____

Replace with 09.17.434

HOWELL TOWNSHIP
RESOLUTION ADOPTING A
GENERAL APPROPRIATIONS ACT
September 11, 2017
09.17.434

WHEREAS the Supervisor has prepared and submitted a recommended annual Budget which includes expenditure and revenue data to the legislative body of Howell Township, a true copy of which is attached hereto and is incorporated herein; and

WHEREAS a public hearing has been noticed and held by the Howell Township Board upon said budget in accordance with Act 621, Public Acts of 1978, as provided and an opportunity given to all present to comment upon the same; and

WHEREAS the Township Board is now satisfied that the Budget as submitted by the Chief Administrative Officer is in the best interest of the government of the Township.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Howell Township hereby adopts the aforementioned Budget, by activity, to govern expenditures of the Township General Fund, Road Fund, Recreation Fund, Capital Improvement Fund, Debt Service Fund and Sewer & Water Debt Service Funds for the next fiscal year, subject to such changes as may subsequently be found necessary by said Township Board.

BE IT FURTHER RESOLVED that the Supervisor shall provide a periodic financial report that shall be given to the Township Board on the financial condition of the Township funds.

Motion by

YES:

NO:

ABSENT:

I further certify that the following Members were present at said meeting:

The following Members were absent:

The Supervisor declared the motion carried and the resolution duly adopted.

By: _____

Attested: _____

Jean Graham
Township Clerk

Mike Coddington
Township Supervisor

Date of Adoption: _____

AGENDA ITEM

9B

H. Each LICENSE holder shall immediately notify the Township Clerk, or his/her designee, of any change in location of the BUSINESS ESTABLISHMENT or any other change in the information provided in the LICENSE application form.

Section 7. License Fees.

A. The initial fee, renewal fee, and late fees for LICENSE shall be set forth in a Fee Schedule as approved by the Township Board by resolution.

B. No LICENSE shall be issued until the required fees are paid.

C. All fees for the renewal of any business LICENSE which are not paid at the time such fees are due shall incur late fees as outlined in the approved Fee Schedule.

Section 7. Severability. No LICENSE may be transferred from one BUSINESS ESTABLISHMENT to another. A LICENSE may be transferred by a BUSINESS ESTABLISHMENT only for a change of its location within the Township.

Section 8. Enforcement. Any PERSON who shall violate any of the provisions of this Ordinance shall be guilty of a civil infraction, as defined by Michigan law, and is subject to a civil fine of not more than \$500, plus costs, which may include all direct or indirect expenses to which the Township has been put in connection with the violation. A violator of this Ordinance shall also be subject to such additional sanctions, remedies and judicial orders as are authorized under Michigan law. Each day a violation of this Ordinance continues to exist constitutes a separate violation.

Section 9. Effective Date. This Ordinance shall take effect thirty (30) days after the date of publication. Existing licensing ordinances and licensing ordinances hereinafter adopted shall remain in effect and shall apply in addition to the provisions of this Ordinance. (Ordinance No. 241, effective November 21, 2010)

Business License

New Application	\$	30.00
Yearly Renewal	\$	20.00
Late Fee	\$	5.00 per day for 30 days
Temporary	\$	30.00

Grading Permits:

Multiple Residential Units/Commercial/Industrial	\$	250.00
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Sign Permit:

4' X 8' and Larger	\$	225.00
Under 4' X 8'	\$	175.00
Outdoor Advertising (Billboard)	\$	1,000.00
Temporary Sign (Real Estate) Larger than 2' X 3'	\$	75.00

Mining Permit:

\$ 1,500.00
Plus reclamation bond,
Legal, consultant, and
Engineer fees, and other
additional costs incurred

Temporary Trailer Cash Escrow	\$	2,000.00
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Demolition Escrow	\$	3,000.00
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Board of Appeals:

Single Family Residence	\$	400.00
Commercial	\$	900.00
Special Planning Commission Meeting	\$	900.00
Special Township Board Meeting	\$	900.00
Demolition Permit Fee Residential	\$	50.00
Demolition Permit Fee Commercial	\$	150.00

Rezoning/Text Amendment:

*Fee for Rezoning includes meeting of Planning Commission and Township Board, reviews, notices, and administrative work. If tabling of request required additional reviews or notices, applicant will be charged actual costs.

\$ 1,000.00 *

Business License Penalty Schedule

Howell Township

2017

January

3rd	\$5.00
4th	\$10.00
5th	\$15.00
9th	\$20.00
10th	\$25.00
11th	\$30.00
12th	\$35.00
17th	\$40.00
18th	\$45.00
19th	\$50.00
23rd	\$55.00
24th	\$60.00
25th	\$65.00
26th	\$70.00
30th	\$75.00
31st	\$80.00

February

1st	\$85.00
2nd	\$90.00
6th	\$95.00
7th	\$100.00
8th	\$105.00
9th	\$110.00
13th	\$115.00
14th	\$120.00
15th	\$125.00
16th	\$130.00
21st	\$135.00
22nd	\$140.00
23rd	\$145.00
27th	\$150.00
28th	\$150.00

PROPOSED BUSINESS LICENSE FEES

New Application	\$30.00
Yearly Renewal	\$30.00
Temporary	\$30.00

Late Fees:

1 – 10 Days	\$30.00	
11- 20 Days	\$60.00	
21 – 30 Days	\$90.00	
31 – 40 Days	\$120.00	
41 – 50 Days	\$150.00	February 19 th is 50 days

AGENDA ITEM

10D

HOWELL TOWNSHIP

LAND USE PERMIT SEPTEMBER 2017

<u>NO.</u>	<u>NAME</u>	<u>ISSUED</u>	<u>PARCEL ID</u>	<u>PERMIT TYPE</u>	<u>PROPERTY ADDRESS</u>	<u>FEE</u>
17115	FOLDENAUER RONAL	08/31/2017	4706-20-100-025	ADDITION	4959 W GRAND RIVER	250
17114	NICODEMUS TIMOTH	08/28/2017	4706-24-302-019	FENCE	2436 KAREN DR	50
17113	STUTESMAN STEPHE	08/28/2017	4706-22-300-035	ADDITION	2400 TOOLEY	75
17112	WESTVIEW CAPITAL	08/24/2017	4706-13-301-181	NEW HOME	3691 AMBER OAKS DRIVE	75
17110	BULLINGER ERIC A	08/23/2017	4706-13-100-013	NEW HOME	3890 OAK GROVE RD	75
17111	G L B PARTNERS LLC	08/23/2017	4706-13-302-064	NEW HOME	3260 HILL HOLLOW LANE	75
17109	PAULS WILLIAM A A	08/21/2017	4706-21-200-013	WAIVER/TEMP	3275 WARNER	20
17105	ESPINOSA ROBERT	08/17/2017	4706-22-300-037	WINDOWS	2290 TOOLEY	20
17106	WESTVIEW CAPITAL	08/17/2017	4706-13-301-188	NEW HOME	3674 AMBER OAKS DRIVE	75
17107	VAN OOSTENBRUGG	08/17/2017	4706-09-100-003	ADDITION	4994 N BURKHART	50
17108	ROBBINS JASON AND	08/17/2017	4706-13-301-217	FENCE	327 KEENEN CT	50
17104	BALL ROXANNE	08/14/2017	4706-08-200-003	WINDOWS	5015 N BURKHART	20
17103	LITOGOT JANICE L	08/14/2017	4706-17-200-007	REROOF	3913 N BURKHART	20
17102	SWANSON RICHARD	08/08/2017	4706-27-300-023	SIDING	1275 CRESTWOOD	20
17100	VACCARO DOUGLAS	08/07/2017	4706-15-100-032	REROOF	4076 BYRON	20
17101	SOKOLOWSKI MARY	08/07/2017	4706-02-100-019	WINDOWS	5701 PRESTON	20
17097	KIRK MICHAEL AND	08/03/2017	4706-24-100-009	WINDOWS	2950 MONTEREY COURT	20
17098	TANGER PROPERTIE	08/03/2017	4706-29-400-008	SIGN	1475 N BURKHART	250
17099	LEITCH DOUGLAS J	08/03/2017	4706-10-400-007	NEW HOME	2377 W MARR	75
17095	COLLINS SCOTT	08/01/2017	4706-13-301-051	FENCE	272 CIMARRON DRIVE	50

AGENDA ITEM

10E

Monthly Activity Report for August 2017 – Assessing Dept/Brent Kilpela

MTT UPDATE:

7-Eleven v Howell Township: Pre-hearing general call will be January 2018.

Burkhart Ridge v Howell Township: Pre-hearing general call will be in November of 2017. Petitioner has started reaching out in an attempt to stipulate rather than go to trial.

Burkhart Road Associates, LLC v Howell Township: 2017 Commercial Vacant Land appeal. Filed answer to petition. Waiting for hearing date.

SMALL CLAIMS TRIBUNAL:

Shirley Vaccaro v Howell Township: Attended hearing. Waiting for Tribunal decision on poverty exemption.

ASSESSING OFFICE:

ASSESSOR: For the month of August, I have continued working on field work. Completed required annual continuing education. The 2017 sales period is over for the 2018 assessments. According to the State Tax Commission the new cost manual is ready but BS&A does not have it working within their software. We will be using the existing manual for 2018 assessments.

JOE DAUS, FIELD INSPECTOR: Has been sketching the field work with Apex.

OTHER: Will be helping Joe Daus implement the new BS&A module for tracking building permits and projects requiring an escrow. Township audit fieldwork is on the calendar for October 23rd-25th.

AGENDA ITEM

10K

Jonathan Hohenstein

From: Greg Tataro <greg@mhog.org>
Sent: Wednesday, August 30, 2017 1:48 PM
To: Jonathan Hohenstein
Cc: Tesha Humphriss
Subject: Draft Sewer Assistance Scope of Work and Cost Estimate

Jonathan,

In thinking about providing some assistance to Howell Township, I wanted to run a scope of work and some rates past you to see what you thought. Overall, my thoughts at this time are that we bill you based on the actual time spent on Howell Township sewer. With this thought process I have outlined a draft scope of work, draft billable rates, and a draft budget for each line item.

If you are in concurrence or wish to modify some items let me know. Ultimately, if we decide to move forward, we can formalize an agreement and make it an amendment to the intergovernmental operations contract by getting approval from MHOG, GO, and Genoa Township.

Draft Scope of Work

Task 1 – Severn Trent Contract Review

Review the Severn Trent contract and provide Howell Township with a list of all scope items they should be providing. Of key importance will be reviewing specifically how they are supposed to take care of the collection system, designated cleaning, MISS DIG staking, etc. By having a thorough listing of the items they are to provide for operations and maintenance, we can better advise Howell Township on things that should be completed as part of their existing contract or whether something is outside their scope that should be handled by another party.

Task 2 – Collection System Recommendations

Review the collection system and using historical knowledge, make recommendations for collection system maintenance within the scope of the Severn Trent contract. These recommendations would include cleaning of pump stations and gravity sewer and testing of alarm systems. We have already made some recommendations of areas requiring cleaning, however, we would evaluate further areas for cleaning and maintenance.

Task 3 – GIS Data

We understand in June of 2016 Howell Township applied for a new NPDES permit and that this permit application is currently in the review process. A part of a new permit will be preparation of an asset management plan and implementing an asset management program, and a key requirement of that is a system map that shows all manholes, force mains, pump stations, structures, outfalls, and connections. We understand there may be some digital data available through Livingston County or Spicer. We will prepare a Request for Proposal for firms to provide GIS assistance to Howell Township to take and digitize all plans, link plans electronically, and create a GIS spatial database of the collection system components, such as manholes, gravity mains, and pump stations. As part of creating the database we will work with the GIS consulting firm to develop the schema for each system component, and work with Howell Township to identify what attributes, such as pipe sizes, material and installation dates, should be populated. . This map will also be key to future maintenance of the system.

Task 4 – NPDES Permit Review

We will review the draft NPDES permit when it becomes available in public comment period and assist the township in responding to the MDEQ requirements in the permit before it becomes finalized. Our current understanding is that the Township's permit is currently being drafted and there is not yet a timetable for issuance. As stated above in Task 3, it is

assumed that the new permit will have a list of asset management requirements. As part of this task we will provide Howell Township with a summary of the additional asset management requirements for the sanitary sewer system.

Task 5 - Ongoing Assistance

The fifth task we propose is to assist Howell Township in answering questions and reviewing operator recommendations for plan operation on an as needed basis. We can also attend Board Meeting to address board questions on an as needed basis as well.

We have developed the following hourly rates. These rates include currently employee salaries, benefits, and administrative costs.

Utility Director: \$80.50/hr.
Deputy Director: \$61.75/hr.
Engineer: \$53.50/hr.
Lead Operator: \$50.00/hr.
Operator: \$40.00/hr.

For the above tasks we estimate the following budgetary numbers for completion of the scope:

Task 1 - \$300 - \$500.
Task 2 - \$2,500 – \$4,500
Task 3 - \$2,000
Task 4 - \$1,000 - \$2,000
Task 5 – T&M at above listed rates.

I would be happy to discuss any of the items listed above in more detail at your earliest convenience. Thanks.

Greg Tatara

Utility Director

Marion, Howell, Ocoola and Genoa Sewer and Water Authority

Direct: 810-224-5837

greg@mhog.org



www.mhog.org

AGENDA ITEM

12

Howell Township
Invoice and Check Registers

As of 9/6/2017

User: BRENT KILPELA
 DB: Howell Twp
 Vendor
 Inv Num
 Inv Ref#
 Description
 GL Distribution

Inv Num	Inv Ref#	Description	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
2756	15627	COMPLETE OUTDOOR SERVICES, INC. M-59 WALKING PATH CLEANUP 101-268-883.00		08/07/2017 BRENT KILPELA TWP AT LARGE ROAD SIDE PICKUP EXPENSE	08/22/2017	425.00	0.00	Paid	Y 08/10/2017
2755	15628	COMPLETE OUTDOOR SERVICES, INC. CEMETERY MAINTENANCE (4 OF 8) 101-276-931.00		08/07/2017 BRENT KILPELA GROUNDS CARE & MAINT.	08/22/2017	546.75	0.00	Paid	Y 08/10/2017
187004	15629	SPICER GROUP BREWER MEADOWS PLAN REVIEW 101-000-203.11		07/31/2017 BRENT KILPELA ENG ESCROW REF BREWER ROAD LLC	08/31/2017	3,253.95	0.00	Paid	Y 08/10/2017
187009	15630	SPICER GROUP HAMILTON PROPANE PLAN REVIEW 101-447-801.00		07/31/2017 BRENT KILPELA ENGINEERING CONTRACTED SVCS EXPENSE	08/31/2017	554.40	0.00	Paid	Y 08/10/2017
187001	15631	SPICER GROUP REU CALCULATIONS 101-447-801.00		07/31/2017 BRENT KILPELA ENGINEERING CONTRACTED SVCS EXPENSE	08/31/2017	872.10	0.00	Paid	Y 08/10/2017
7/31/2017	15632	LIVINGSTON COUNTY TREASURER CHARGEBACKS 101-547-978.00 204-547-978.00		07/31/2017 BRENT KILPELA GEN FUND CHARGEBACK EXPENSE ROAD FUND CHARGEBACK EXPENSE	08/31/2017	90.36	0.00	Paid	Y 08/10/2017
0006977353	15633	MICHIGAN.COM JULY PUBLICATIONS 101-247-900.00 101-101-900.00		07/30/2017 BRENT KILPELA BOARD OF REVIEW PRINTING & PUB EXP TWP BOARD PRINTING & PUBLICATION EXPENS	08/19/2017	105.00	0.00	Paid	Y 08/10/2017
202072705205	15634	CONSUMERS ENERGY TWP HALL AUGUST 2017 101-265-922.00		08/01/2017 BRENT KILPELA TWP HALL NATURAL GAS EXPENSE	08/25/2017	21.90	0.00	Paid	Y 08/10/2017
08/01/2017	15635	CAREFREE MAINTENANCE CO. TWP HALL CLEANING JULY 2017 101-265-775.00		08/01/2017 BRENT KILPELA TWP HALL OFFICE CLEANING & MAINT EXPENS	08/31/2017	230.00	0.00	Paid	Y 08/10/2017
55287	15636	MICRO WORKS COMPUTING, INC SERVER MAINTENANCE 101-265-728.01		07/31/2017 BRENT KILPELA TWP HALL IT SUPPORT EXPENSE	08/20/2017	75.00	0.00	Paid	Y 08/10/2017

Inv Num	Inv Ref#	Vendor Description	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
55226		MICRO WORKS COMPUTING, INC		07/27/2017 BRENT KILPELA	08/16/2017	95.00	0.00	Paid	08/10/2017
15637		BS&A EMAIL SETUP		08/03/2017 BRENT KILPELA	09/03/2017	3,295.50	0.00	Paid	08/10/2017
38069		101-265-728.01		TWP HALL IT SUPPORT EXPENSE		95.00			
15638		FAHEY SCHULTZ BURZYCH RHODES		08/03/2017 BRENT KILPELA	09/03/2017	3,295.50	0.00	Paid	08/10/2017
38070		GENERAL		101-268-801.01		3,295.50			
15639		101-268-801.01		TWP AT LARGE LEGAL EXPENSE		3,295.50			
38071		FAHEY SCHULTZ BURZYCH RHODES		08/03/2017 BRENT KILPELA	09/03/2017	38.00	0.00	Paid	08/10/2017
15640		LUCY ROAD - ORDINANCE ENFORCEMENT		101-268-801.01		38.00			
38071		101-268-801.01		TWP AT LARGE LEGAL EXPENSE		38.00			
15640		FAHEY SCHULTZ BURZYCH RHODES		08/03/2017 BRENT KILPELA	08/31/2017	57.00	0.00	Paid	08/10/2017
38071		RAINBOW		590-441-801.01		57.00			
15640		590-441-801.01		UTILITY BILLING LEGAL EXPENSE		57.00			
2000060237833		DTE ENERGY		07/31/2017 BRENT KILPELA	09/11/2017	339.69	0.00	Paid	08/10/2017
15641		STREET LIGHTS		101-268-920.00		339.69			
76950		101-268-920.00		TWP AT LARGE STREETLIGHT EXPENSE		339.69			
15642		MASTER MEDIA		07/31/2017 BRENT KILPELA	08/31/2017	82.18	0.00	Paid	08/10/2017
113483		KITCHEN SUPPLIES		101-265-727.00		82.18			
15643		101-265-727.00		TWP HALL KITCHEN/BATH SUPPLIES EXPENSE		82.18			
15643		BS&A SOFTWARE		08/01/2017 BRENT KILPELA	08/31/2017	6,691.00	0.00	Paid	08/10/2017
8/2/2017		ANNUAL SERVICE/SUPPORT 2017-2018		101-265-851.00		3,154.00			
15644		101-265-851.00		TWP HALL WEB SITE EXPENSE		3,154.00			
15644		101-265-728.00		TWP HALL COMPUTER SUPPORT EXPENSE		3,098.00			
8/2/2017		590-441-728.00		UTILITY BILLING SOFTWARE SUPPORT EXP		439.00			
15644		DTE ENERGY		08/02/2017 BRENT KILPELA	08/24/2017	126.89	0.00	Paid	08/10/2017
8/2/2017		1009 N BURKHART AUG 2017		590-442-920.00		126.89			
15645		590-442-920.00		WWTP ELECTRICITY EXPENSE		126.89			
204119536411		DTE ENERGY		08/02/2017 BRENT KILPELA	08/24/2017	276.32	0.00	Paid	08/10/2017
15646		2571 OAKGROVE AUG 2017		590-442-920.00		276.32			
15646		590-442-920.00		WWTP ELECTRICITY EXPENSE		276.32			
204119536411		CONSUMERS ENERGY		08/02/2017 BRENT KILPELA	08/25/2017	29.67	0.00	Paid	08/10/2017
15646		1222 PACKARD AUGUST 2017		590-442-922.00		29.67			
15646		590-442-922.00		WWTP NATURAL GAS EXPENSE		29.67			

User: BRENT KILPELA
 DB: Howell Twp
 Vendor Description
 Inv Num
 Inv Ref#
 GL Distribution

Inv Num	Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
206611147393	15647	CONSUMERS ENERGY 391 N BURKHART AUG 2017 590-442-922.00	08/02/2017 BRENT KILPELA WWTP NATURAL GAS EXPENSE	08/24/2017	16.91	0.00	Paid	Y 08/10/2017
201360781833	15648	CONSUMERS ENERGY 2571 OAKGROVE ROAD AUG 2017 590-442-922.00	08/02/2017 BRENT KILPELA WWTP NATURAL GAS EXPENSE	08/25/2017	27.48	0.00	Paid	Y 08/10/2017
87278	15649	TRUE VALUE HARDWARE FASTENERS, BOLTS 590-442-956.00	08/07/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	09/15/2017	6.34	0.00	Paid	Y 08/10/2017
22353	15650	SEVERN TRENT WWTP MAINTENANCE AUGUST 2017 590-442-801.00	08/01/2017 BRENT KILPELA WWTP CONTRACTED SVCS EXPENSE	08/31/2017	23,478.15	0.00	Paid	Y 08/10/2017
51754861907	15651	AT&T 517 548-5619 FOR AUG 2017 590-442-850.00	07/28/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	08/17/2017	43.08	0.00	Paid	Y 08/10/2017
517548388807	15652	AT&T 517 548-3888 FOR AUG 2017 590-442-850.00	07/28/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	08/17/2017	74.66	0.00	Paid	Y 08/10/2017
2166	15653	MHOG WATER SERVICE INSTALL 590-000-775.00	08/02/2017 BRENT KILPELA SEWER FUND REPAIR & IMPROV EXPENSE	08/20/2017	2,200.00	0.00	Paid	Y 08/10/2017
2153	15654	CHRIS WELLMAN REPLACE FLOAT PUMP SWITCH 101-265-776.00	08/09/2017 BRENT KILPELA TWP HALL SEPTIC FIELD EXPENSE	08/31/2017	975.00	0.00	Paid	Y 08/10/2017
2165	15655	TLS CONSTRUCTION 6" SANITARY LEAD (3379 WARNER ROAD 590-000-972.00	07/31/2017 BRENT KILPELA SEWER FUND CAPITAL OUTLAY EXPENSE	08/31/2017	8,700.00	0.00	Paid	Y 08/10/2017
0005	15656	LOUIS JOHNSON REPAIR AND FIX VENT 101-265-930.00	08/10/2017 BRENT KILPELA TWP HALL GROUNDS EQUIP REPAIR EXPENSE	08/15/2017	400.00	0.00	Paid	Y 08/15/2017

User: BRENT KILPELA
 DB: Howell Twp
 Vendor Description
 Inv Num
 Inv Ref#

Inv Num	Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
76997	15657	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	08/08/2017 BRENT KILPELA	09/08/2017	74.81	0.00	Paid	Y 08/15/2017
2145564	15658	CARLISLE WORTMAN CHESTNUT CROSSING 101-000-203.15	08/11/2017 BRENT KILPELA	09/11/2017	80.00	0.00	Paid	Y 08/15/2017
2145566	15659	CARLISLE WORTMAN GENERAL CONSULTATION 101-400-801.00	08/11/2017 BRENT KILPELA	09/11/2017	920.00	0.00	Paid	Y 08/15/2017
2145563	15660	CARLISLE WORTMAN AMERICAN LEGION BILLBOARD 101-400-801.00	08/11/2017 BRENT KILPELA	09/11/2017	125.00	0.00	Paid	Y 08/15/2017
2145565	15661	CARLISLE WORTMAN DEVINE GROUP ADDITION 101-400-801.00	08/11/2017 BRENT KILPELA	09/11/2017	65.00	0.00	Paid	Y 08/15/2017
87358	15662	TRUE VALUE HARDWARE FASTENERS, BLEACH, VINEGAR 590-442-956.00	08/14/2017 BRENT KILPELA	09/15/2017	9.72	0.00	Paid	Y 08/15/2017
8/7/2017	15663	DTE ENERGY 391 N BURKHART AUG 2017 590-442-920.00	08/07/2017 BRENT KILPELA	08/29/2017	52.15	0.00	Paid	Y 08/15/2017
8/10/2017	15664	DTE ENERGY 1222 PACKARD AUG 2017 590-442-920.00	08/10/2017 BRENT KILPELA	09/01/2017	4,145.83	0.00	Paid	Y 08/15/2017
8/10/2017	15665	DTE ENERGY 2559 W GRAND RIVER AUG 2017 590-442-920.00	08/10/2017 BRENT KILPELA	09/01/2017	305.69	0.00	Paid	Y 08/15/2017
8/10/2017	15666	DTE ENERGY 1216 PACKARD DR AUG 2017 590-442-920.00	08/10/2017 BRENT KILPELA	09/01/2017	19.72	0.00	Paid	Y 08/15/2017

Vendor Description
 Inv Num
 Inv Ref#
 Inv Date Entered By
 Due Date
 Amt Due
 Status
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8/10/2017	15667	DTE ENERGY 1575 N BURKHART AUG 2017 590-442-920.00	08/10/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	09/01/2017	285.68	0.00	Paid	Y	08/15/2017
8/10/2017	15668	DTE ENERGY 1034 AUSTIN CT AUG 2017 590-442-920.00	08/10/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	09/01/2017	259.11	0.00	Paid	Y	08/15/2017
8/10/2017	15669	DTE ENERGY 3888 OAKGROVE RD AUG 2017 590-442-920.00	08/10/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	09/01/2017	102.72	0.00	Paid	Y	08/15/2017
8/9/2017	15670	DTE ENERGY 2700 TOOLEY RD AUG 2017 590-442-920.00	08/09/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	08/31/2017	141.07	0.00	Paid	Y	08/15/2017
8/17/17	15671	HOWELL PUBLIC SCHOOLS S2017 TAXES 8/1-8/15/17 703-000-225.00	08/17/2017 BRENT KILPELA TAX DUE TO HOWELL SCHLS DEBT SUMMER	09/01/2017	47,039.10	0.00	Paid	Y	08/21/2017
8/17/2017	15672	HOWELL PUBLIC SCHOOLS S2017 TAXES 8/1-8/15/17 703-000-225.01	08/17/2017 BRENT KILPELA TAX DUE TO HOWELL SCHLS OPER SUMMER	09/01/2017	72,613.93	0.00	Paid	Y	08/21/2017
8/17/2017	15673	FOWLERVILLE SCHOOLS S2017 TAXES 8/1-8/15/17 703-000-226.00	08/17/2017 BRENT KILPELA TAX DUE TO FOWL SCHLS OPER SUMMER	09/01/2017	1,882.80	0.00	Paid	Y	08/21/2017
8/17/2017	15674	LIVINGSTON COUNTY TREASURER S2017 TAXES 8/1-8/15/17 703-000-228.01	08/17/2017 BRENT KILPELA TAX DUE TO COUNTY SET SUMMER	09/01/2017	86,270.22	0.00	Paid	Y	08/21/2017
8/17/2017	15675	LIVINGSTON COUNTY TREASURER S2017 TAXES 8/1-8/15/17 703-000-228.00	08/17/2017 BRENT KILPELA TAX DUE TO COUNTY SUMMER	09/01/2017	49,850.75	0.00	Paid	Y	08/21/2017
8/17/2017	15676	STATE OF MICHIGAN S2017 TAXES 8/1-8/15/17 703-000-230.01 703-000-230.02	08/17/2017 BRENT KILPELA TAX DUE TO STATE IFT SET SUMMER TAX DUE TO STATE IFT SCHL OPER SUMMER	09/01/2017	9,232.50 3,693.00 5,539.50	0.00	Paid	Y	08/21/2017

User: BRENT KILPELA
 DB: Howell Twp
 Vendor Description
 Inv Num
 Inv Ref#

Inv Num	Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
8/17/2017	15677	LIV EDUC SERVICE AGENCY S2017 TAXES 8/1-8/15/17 703-000-227.00	08/17/2017 BRENT KILPELA TAX DUE TO LESA SUMMER	09/01/2017	49,652.74 49,652.74	0.00	Paid	Y 08/21/2017
8/21/2017	15678	JULIUS DAUS III ZONING MILEAGE 101-402-860.00	08/21/2017 BRENT KILPELA ZONING MILEAGE & EXPENSES	08/24/2017	82.39 82.39	0.00	Paid	Y 08/21/2017
8/15/17	15679	DTE ENERGY 271 E HIGHLAND AUG 2017 590-442-920.00	08/15/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	09/06/2017	33.07 33.07	0.00	Paid	Y 08/28/2017
517552195608	15680	AT&T 517 552-1956 FOR AUG 2017 590-442-850.00	08/13/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/04/2017	48.55 48.55	0.00	Paid	Y 08/28/2017
854006222	15681	AT&T WWTP LONG DISTANCE 590-442-850.00	08/06/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/05/2017	20.09 20.09	0.00	Paid	Y 08/28/2017
87257	15682	TRUE VALUE HARDWARE MISC. NUTS AND BOLTS 590-442-956.00	08/04/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	09/15/2017	47.64 47.64	0.00	Paid	Y 08/28/2017
87540	15683	TRUE VALUE HARDWARE FASTENERS, NUT DRIVER 590-442-956.00	08/28/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	09/15/2017	26.30 26.30	0.00	Paid	Y 08/28/2017
87541	15684	TRUE VALUE HARDWARE OIL BASE PAINT 590-442-956.00	08/28/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	09/15/2017	5.99 5.99	0.00	Paid	Y 08/28/2017
17-0790	15685	MINUTEMAN SEWER & DRAIN CLEANING SERVICE CALL 590-442-801.00	08/19/2017 BRENT KILPELA WWTP CONTRACTED SVCS EXPENSE	09/15/2017	323.75 323.75	0.00	Paid	Y 08/28/2017
11626	15686	BEST PEST CONTROL PEST CONTROL 590-442-801.00	08/22/2017 BRENT KILPELA WWTP CONTRACTED SVCS EXPENSE	09/22/2017	250.00 250.00	0.00	Paid	Y 08/28/2017

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
709998	15687	KARLABORATORIES, INC MERCURY SAMPLING 590-442-801.00	08/01/2017 BRENT KILPELA WWTP CONTRACTED SVCS EXPENSE	08/30/2017	225.00	0.00	Paid	Y 08/28/2017
150560912	15688	AT&T WWTP INTERNET SEPT 2017 590-442-850.00	08/19/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/08/2017	61.21	0.00	Paid	Y 08/28/2017
517546516008	15689	AT&T 517 546-5160 FOR SEP 2017 590-442-850.00	08/22/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/11/2017	71.78	0.00	Paid	Y 08/28/2017
517540696308	15690	AT&T 517 540-6963 FOR SEP 2017 590-442-850.00	08/22/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/11/2017	46.64	0.00	Paid	Y 08/28/2017
517540124108	15691	AT&T 517 540-1241 FOR SEP 2017 590-442-850.00	08/22/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/11/2017	50.95	0.00	Paid	Y 08/28/2017
517540695208	15692	AT&T 517 540-6952 FOR SEP 2017 590-442-850.00	08/22/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/11/2017	43.05	0.00	Paid	Y 08/28/2017
517546349608	15693	AT&T 517 546-3496 FOR SEP 2017 590-442-850.00	08/22/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/11/2017	275.21	0.00	Paid	Y 08/28/2017
517540694708	15694	AT&T 517 540-6947 FOR SEP 2017 590-442-850.00	08/22/2017 BRENT KILPELA WWTP TELEPHONE EXPENSE	09/11/2017	43.05	0.00	Paid	Y 08/28/2017
QAS 20171366	15695	QUALITY AIR SERVICE, INC. SERVICE CALL 590-442-801.00	08/21/2017 BRENT KILPELA WWTP CONTRACTED SVCS EXPENSE	09/21/2017	211.00	0.00	Paid	Y 08/28/2017
187463	15696	SPICER GROUP BREWER MEADOWS 101-000-203.11	08/25/2017 BRENT KILPELA ENG ESCROW REF BREWER ROAD LLC	09/25/2017	288.00	0.00	Paid	Y 08/28/2017

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

09/06/2017 08:25 AM
 User: BRENT KILPELA
 DB: Howell Twp

Inv Num	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
187473							
15697	SPICER GROUP CHESTNUT CROSSING 101-000-203.15	08/25/2017 BRENT KILPELA	09/25/2017	589.95	0.00	Paid	08/28/2017
187481							
15698	SPICER GROUP DEVINE GROUNDS SITE PLAN REVIEW 101-000-203.00	08/25/2017 BRENT KILPELA	09/25/2017	1,000.00	0.00	Paid	08/28/2017
050306							
15699	LOUIS JOHNSON FAUCET REPAIR 101-265-930.00	08/28/2017 BRENT KILPELA	09/28/2017	35.00	0.00	Paid	08/28/2017
114212							
15700	TWP HALL GROUNDS EQUIP REPAIR EXPENSE			35.00			
55402							
15701	BS&A SOFTWARE ASSESSING. NET III BRENT KILPELA 101-209-720.00	08/23/2017 BRENT KILPELA	09/23/2017	205.00	0.00	Paid	08/28/2017
000658570852							
15702	MICRO WORKS COMPUTING, INC DEPUTY CLERK COMPUTER SOFTWARE 101-265-728.01	08/23/2017 BRENT KILPELA	09/12/2017	37.50	0.00	Paid	08/28/2017
8/14/2017							
15703	MUTUAL OF OMAHA INSURANCE COMPANY TWP HALL LIFE INSURANCE 101-265-721.00	08/21/2017 BRENT KILPELA	09/01/2017	195.25	0.00	Paid	08/28/2017
1964							
15704	DTE ENERGY TWP HALL AUG 2017 101-265-920.00	08/14/2017 BRENT KILPELA	09/05/2017	426.16	0.00	Paid	08/28/2017
8/16/2017							
15705	TWP HALL ELECTRICITY EXPENSE			426.16			
1964							
15704	HURON CEMETERY MAINT INC DONNA STANSBERRY CREMAINS 101-000-642.01	08/18/2017 BRENT KILPELA	09/18/2017	400.00	0.00	Paid	08/28/2017
8/16/2017							
15705	GEN FUND GRAVE OPENINGS INCOME			400.00			
8/16/2017							
15705	JONATHAN HOHENSTEIN TREASURER MILEAGE 101-253-860.00	08/16/2017 BRENT KILPELA	09/15/2017	55.64	0.00	Paid	08/28/2017
8/22/2017							
15706	TREASURER MILEAGE & EXPENSES			55.64			
8/22/2017							
15706	CAROL MAKUSHIK DEPUTY TREASURER MILEAGE 101-253-860.00 101-265-860.00	08/22/2017 BRENT KILPELA	09/15/2017	94.62	0.00	Paid	08/28/2017
15706	TREASURER MILEAGE & EXPENSES TWP HALL MILEAGE & EXPENSES			78.36			
15706	TWP HALL MILEAGE & EXPENSES			16.26			

Inv Num	Inv Ref#	Vendor Description	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
15707		CHLORIDE SOLUTIONS, LLC DUST CONTROL 204-000-802.00		07/24/2017 BRENT KILPELA ROAD CHLORIDE EXPENSE	09/15/2017	3,537.22	0.00	Paid	08/28/2017
15708		CHLORIDE SOLUTIONS, LLC DUST CONTROL 204-000-802.00		07/28/2017 BRENT KILPELA ROAD CHLORIDE EXPENSE	09/15/2017	10,960.23	0.00	Paid	08/28/2017
15709		CHLORIDE SOLUTIONS, LLC DUST CONTROL 204-000-802.00		08/02/2017 BRENT KILPELA ROAD CHLORIDE EXPENSE	09/15/2017	9,955.93	0.00	Paid	08/28/2017
15710		CHLORIDE SOLUTIONS, LLC DUST CONTROL 204-000-802.00		08/08/2017 BRENT KILPELA ROAD CHLORIDE EXPENSE	09/15/2017	2,931.13	0.00	Paid	08/28/2017
15711		INTERNATION INSTITUTE OF MC ANNUAL MEMBERSHIP & NEW MEMBER 101-215-957.00		07/06/2017 BRENT KILPELA CLERK DUES & SUBSCRIPTION EXPENSE	09/01/2017	285.00	0.00	Paid	08/29/2017
15712		BRENT KILPELA ASSESSING MILEAGE/CON ED REIMB. 101-209-860.00 101-209-720.00		08/29/2017 BRENT KILPELA ASSESSING MILEAGE & EXPENSES ASSESSING EDUCATION EXPENSE	08/29/2017	250.05 96.30 153.75	0.00	Paid	08/29/2017
15713		SUMMIT VILLAGE BRENT KILPELA RESERVATION #516243 101-209-720.00		08/29/2017 BRENT KILPELA ASSESSING EDUCATION EXPENSE	08/29/2017	290.70 290.70	0.00	Paid	08/29/2017
15714		COMCAST TWP HALL TELEPHONE SEP 2017 101-265-850.00		08/22/2017 BRENT KILPELA TWP HALL TELEPHONE EXPENSE	09/12/2017	305.95 305.95	0.00	Paid	08/29/2017
		# of Invoices:	88	# Due:	0	Totals:	409,964.87	0.00	
		# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:							409,964.87	0.00	

(Agrees with Check Register BK)

DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

--- TOTALS BY FUND ---

101 - GENERAL FUND	23,425.97	0.00
204 - ROAD FUND	27,416.39	0.00
590 - SEWER FUND	42,580.47	0.00
703 - TAX FUND	316,542.04	0.00

--- TOTALS BY DEPT/ACTIVITY ---

000 - OTHER	360,438.45	0.00
101 - TOWNSHIP BOARD	45.00	0.00
209 - ASSESSING	745.75	0.00
215 - CLERK	285.00	0.00
247 - BOARD OF REVIEW	60.00	0.00
253 - TREASURER	134.00	0.00
265 - TOWNSHIP HALL	9,222.01	0.00
268 - TOWNSHIP AT LARGE	4,098.19	0.00
276 - CEMETERY	546.75	0.00
400 - PLANNING COMMISSION	1,110.00	0.00
402 - ZONING ADMINISTRATION	82.39	0.00
441 - UTILITY BILLING	496.00	0.00
442 - WWTP	31,184.47	0.00
447 - ENGINEERING	1,426.50	0.00
547 - CHARGEBACKS	90.36	0.00

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
08/15/2017	GEN	101001412(E)	CONSUMERS ENERGY	21.90
08/15/2017	GEN	101001413(E)	FAHEY SCHULTZ BURZYCH RHODES	3,390.50
08/15/2017	GEN	101001414(E)	MICHIGAN.COM	105.00
08/15/2017	GEN	101001415(E)	MICRO WORKS COMPUTING, INC	170.00
08/15/2017	GEN	101001416(E)	SPICER GROUP	4,680.45
08/15/2017	GEN	16786	BS&A SOFTWARE	6,691.00
08/15/2017	GEN	16787	CHRIS WELLMAN	975.00
08/15/2017	GEN	16788	CAREFREE MAINTENANCE CO.	230.00
08/15/2017	GEN	16789	CARLISLE WORTMAN	1,190.00
08/15/2017	GEN	16790	COMPLETE OUTDOOR SERVICES, INC.	971.75
08/15/2017	GEN	16791	DTE ENERGY	339.69
08/15/2017	GEN	16792	LOUIS JOHNSON	400.00
08/15/2017	GEN	16793	MASTER MEDIA	156.99
08/15/2017	GEN	16794	LIVINGSTON COUNTY TREASURER	90.36
08/29/2017	GEN	101001417(E)	COMCAST	305.95
08/29/2017	GEN	101001418(E)	DTE ENERGY	426.16
08/29/2017	GEN	101001419(E)	HURON CEMETERY MAINT INC	400.00
08/29/2017	GEN	101001420(E)	MICRO WORKS COMPUTING, INC	37.50
08/29/2017	GEN	101001421(E)	MUTUAL OF OMAHA INSURANCE COMPANY	195.25
08/29/2017	GEN	101001422(E)	SPICER GROUP	1,877.95
08/29/2017	GEN	16795	BS&A SOFTWARE	205.00
08/29/2017	GEN	16796	JULIUS DAUS III	82.39
08/29/2017	GEN	16797	JONATHAN HOHENSTEIN	55.64
08/29/2017	GEN	16798	INTERNATION INSTITUTE OF MC	285.00
08/29/2017	GEN	16799	LOUIS JOHNSON	35.00
08/29/2017	GEN	16800	BRENT KILPELA	250.05
08/29/2017	GEN	16801	CAROL MAKUSHIK	94.62
08/29/2017	GEN	16802	CHLORIDE SOLUTIONS, LLC	27,384.51
08/29/2017	GEN	16803	SUMMIT VILLAGE	290.70

GEN TOTALS:

Total of 29 Checks:	51,338.36
Less 0 Void Checks:	0.00
Total of 29 Disbursements:	51,338.36

Bank TAX TAX CHECKING

08/21/2017	TAX	5004	FOWLerville SCHOOLS	1,882.80
08/21/2017	TAX	5005	HOWELL PUBLIC SCHOOLS	47,039.10
08/21/2017	TAX	5006	HOWELL PUBLIC SCHOOLS	72,613.93
08/21/2017	TAX	5007	LIV EDUC SERVICE AGENCY	49,652.74
08/21/2017	TAX	5008	STATE OF MICHIGAN	9,232.50
08/21/2017	TAX	5009	LIVINGSTON COUNTY TREASURER	86,270.22
08/21/2017	TAX	5010	LIVINGSTON COUNTY TREASURER	49,850.75

TAX TOTALS:

Total of 7 Checks:	316,542.04
Less 0 Void Checks:	0.00
Total of 7 Disbursements:	316,542.04

Bank UTYCK UTILITY CHECKING

08/15/2017	UTYCK	2224	MHOG	2,200.00
08/15/2017	UTYCK	2225	SEVERN TRENT	23,478.15
08/15/2017	UTYCK	2226	TLS CONSTRUCTION	8,700.00
08/15/2017	UTYCK	2227	TRUE VALUE HARDWARE	16.06
08/15/2017	UTYCK	590002345(E)	AT&T	43.08
08/15/2017	UTYCK	590002346(E)	AT&T	74.66
08/15/2017	UTYCK	590002347(E)	CONSUMERS ENERGY	29.67
08/15/2017	UTYCK	590002348(E)	CONSUMERS ENERGY	16.91
08/15/2017	UTYCK	590002349(E)	CONSUMERS ENERGY	27.48
08/15/2017	UTYCK	590002350(E)	DTE ENERGY	126.89
08/15/2017	UTYCK	590002351(E)	DTE ENERGY	276.32
08/15/2017	UTYCK	590002352(E)	DTE ENERGY	52.15
08/15/2017	UTYCK	590002353(E)	DTE ENERGY	4,145.83
08/15/2017	UTYCK	590002354(E)	DTE ENERGY	305.69
08/15/2017	UTYCK	590002355(E)	DTE ENERGY	19.72
08/15/2017	UTYCK	590002356(E)	DTE ENERGY	285.68
08/15/2017	UTYCK	590002357(E)	DTE ENERGY	259.11
08/15/2017	UTYCK	590002358(E)	DTE ENERGY	102.72
08/15/2017	UTYCK	590002359(E)	DTE ENERGY	141.07
08/29/2017	UTYCK	2228	KARLABORATORIES, INC	225.00
08/29/2017	UTYCK	2229	MINUTEMAN SEWER & DRAIN CLEANING	323.75
08/29/2017	UTYCK	2230	QUALITY AIR SERVICE, INC.	211.00

Check Date	Bank	Check	Vendor Name	Amount
08/29/2017	UTYCK	2231	TRUE VALUE HARDWARE	79.93
08/29/2017	UTYCK	590002360 (E)	AT&T	48.55
08/29/2017	UTYCK	590002361 (E)	AT&T	20.09
08/29/2017	UTYCK	590002362 (E)	AT&T	61.21
08/29/2017	UTYCK	590002363 (E)	AT&T	71.78
08/29/2017	UTYCK	590002364 (E)	AT&T	46.64
08/29/2017	UTYCK	590002365 (E)	AT&T	50.95
08/29/2017	UTYCK	590002366 (E)	AT&T	43.05
08/29/2017	UTYCK	590002367 (E)	AT&T	275.21
08/29/2017	UTYCK	590002368 (E)	AT&T	43.05
08/29/2017	UTYCK	590002369 (E)	BEST PEST CONTROL	250.00
08/29/2017	UTYCK	590002370 (E)	DTE ENERGY	33.07

UTYCK TOTALS:

Total of 34 Checks:	42,084.47
Less 0 Void Checks:	0.00
Total of 34 Disbursements:	42,084.47

REPORT TOTALS:

Total of 70 Checks:	409,964.87
Less 0 Void Checks:	0.00
Total of 70 Disbursements:	409,964.87

409,964.87
Agrees with Invoice
Register BK