

## HOWELL TOWNSHIP BOARD REGULAR MEETING

### MINUTES

Howell Township Hall

October 9, 2017

6:30. p.m.

#### MEMBERS PRESENT:

Mike Coddington      Supervisor  
Jean Graham            Clerk  
Jonathan Hohenstein    Treasurer  
Matthew Counts        Trustee  
Carolyn Eaton-Wikle    Trustee  
Harold Melton          Trustee

#### MEMBERS ABSENT:

Dar Howard      Trustee

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 Hohenstein, seconded by Howard, **“TO APPROVE THE OCTOBER 9, 2017 AGENDA AS AMENDED: ADD ITEM 9E-RESIGNATION OF CAROLYN EATON AND ITEM 9F-PATHWAY TRAIL.”** Motion carried.

#### APPROVAL OF MINUTES:

**MOTION** by Hohenstein, seconded by Graham, **“TO APPROVE THE SEPTEMBER 11, 2017 REGULAR MEETING MINUTES AS PRESENTED.”** Motion carried. (See September 11, 2017 Meeting Minutes)

#### CORRESPONDENCE:

None.

#### CALL TO THE PUBLIC:

District 5, Livingston County Commissioner Donald S. Parker – Thanked Board Member Carolyn Eaton-Wikle on her years of service on the Township Board and kudos to her recent marriage and future. Gave a synopsis of what is going on at the County level. 1) The Commissioners are working on the budget process. 2) Gave a brief description on how the County is planning on handling the new guideline/laws that was enacted in 2013 by the State of Michigan called, Michigan Indigent Defense Commission, “MIDC”. It is for those who have been charged criminally but cannot afford their own defense.

#### UNFINISHED BUSINESS:

None.

#### NEW BUSINESS:

- A. BRAD JONCKHEERE, BEDROCK VENTURES, LLC – They were not in attendance. Discussion on Conditional Rezoning. Trustee Eaton-Wikle stated that a Conditional Zoning can only be used for that use. If someone else moves in, they can do the exact same thing. The Conditional Zoning goes away when someone moves in and has a different use. **MOTION** by Counts, seconded by Eaton-Wikle, **“TO MOVE THIS ITEM TO BOTTOM OF NEW BUSINESS, AS ITEM 9G TO GIVE THEM TIME TO SHOW FOR THIS MEETING.”** Discussion followed. Motion carried.
- B. SPRING CLEAN-UP – Treasurer Hohenstein stated that we need to set the date for the Spring Clean-Up so that the notice can go on the tax bills. It is usually done the weekend before the Memorial Day Weekend. **MOTION** by Counts, seconded by Hohenstein, **“TO SET THE HOWELL TOWNSHIP SPRING CLEAN-UP DAY AS MAY 19, 2018.”** Discussion followed. Motion carried.

- C. ARTICLE XIX, 2017 HOWELL AREA FIRE AUTHORITY, ARTICLES OF INCORPORATION – Supervisor Coddington informed the Board, with the building addition to the City of Howell’s Main Fire Station on Grand River Ave, the Fire Authority is proposing a training facility. He also stated that the last paragraph of the Articles of Incorporation has been added, in the event that a municipality pulls out of the Howell Area Fire Authority. (See “Fourth Amended and Restated Articles of Incorporation of the Howell Area Fire Authority”.) All municipalities must be in agreement with this change for it to take effect. **MOTION** by Hohenstein, seconded by Graham, **“TO ACCEPT THE FOURTH AMENDED AND RESTATED ARTICLES OF INCORPORATION OF THE HOWELL AREA FIRE AUTHORITY AS PRESENTED.”** Discussion followed. Motion carried.
- D. AT&T, RENEW VIDEO SERVICE LOCAL FRANCHISE AGREEMENT – Clerk Graham stated it is basically the same type of agreement that we have with Comcast. There was discussion if it was possible to have ATT expand their services. Certain articles and fees of the agreement were also discussed. The Township only has 15 days to notify AT&T if the Renewed Agreement is complete. If the Township does not notify AT&T within the 15 days period, the Renewed Agreement shall be deemed complete. The office received the notice on September 21, 2017. There is not enough time to ask for changes and then bring it back to the next Board Meeting. **MOTION** by Hohenstein, seconded by Graham, **“TO ACCEPT THE RENEWED VIDEO SERVICE LOCAL FRANCHISE AGREEMENT FOR AT&T MICHIGAN AS PRESENTED.”** Discussion followed, that in the future the Township needs to ask for a longer time in which we have to respond to the agreement. Also, to ask what is AT&T’s plan for future growth in the Township? Residents are asking for expanded services. Motion carried.
- E. CAROLYN EATON-WIKLE RESIGNATION – Trustee Carolyn Eaton-Wikle gave her resignation to the Howell Township Board, to be effective November 9, 2017. Trustee Eaton-Wikle stated she has recently gotten married and they are building a new home outside of Howell Township, which will make her no longer eligible to be on the Board. She stated she has enjoyed working with the Township Board and the Township employees. The Board thanked her for her time serving. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT CAROLYN EATON-WIKLE RESIGNATION AS PRESENTED.”** Motion carried. This position will need to be filled. In addition, Trustee Eaton-Wikle is the Board Representative to the ZBA and Board Alternate to the Planning Commission. The Board will need to appoint someone from the Board to take her place in both of these positions.
- F. PATHWAY MAINTENANCE – Trustee Counts asked who is responsible for the upkeep on the Township’s portion of the pathway along M-59. (The Township is responsible for the maintenance.) Trustee Counts also asked if only one side is being taken care of? (There was work done on the path earlier this year. Part of the path is in a difficult area to mow and the current contractor may not have the right equipment to do the job. The office will check into contractors who can maintained the area.)
- G. BRAD JONCKHEERE, BEDROCK VENTURES, LLC – still did not show up at the meeting. There are still questions from the Board. It was stated that the Board cannot put any conditions on the rezoning, but the applicant can put their own conditions on the rezoning. It was the consensus of the Board to wait on this issue when the applicant can be present and also give time to receive report from the County Planning Commission. **MOTION** by Counts, seconded by Eaton, **“TO TABLE BRAD JONCKHEERE, BEDROCK VENTURES, LLC’S CONDITIONAL REZONING UNTIL THE NEXT BOARD MEETING ON NOVEMBER 13<sup>TH</sup>.”** Discussion followed. Motion carried.

**REPORTS:**

- A. SUPERVISOR:

(Coddington reported on the following item)

- That he is handling the normal phone calls.

B. TREASURER:

(Hohenstein reported on the following items)

- The Township changed the day for computer off-site back up to Thursdays. During Tax Season it will be done daily. Discussion followed.
- Tax collection went from 56% this time last month to 95% currently.

C. CLERK:

(Graham reported on the following items)

- Last meeting it was requested for funds to replace the Deputy Clerk's computer. BS&A was able to fix the problems. No new computer is needed.
- The gazebo has been repaired. It was painted, re-roofed and now matches the Township building roof, floor was lifted, repaired and stained. Some mulch was placed around the gazebo. Also the bench was re-stained to match the gazebo floor. There is a person who is working on her Master Gardner's Certification who wants to work around the outside of the gazebo in the spring.
- Modem testing was done on the new Election Equipment and all was fine.
- The Consumer Powers document is back in the lawyers hands.
- It is time for the insurances' to be updated.

D. ZONING:

(Prepared by Daus)

- See report.

E. ASSESSING:

(Prepared by Assessor Kilpela)

- See report.

F. FIRE AUTHORITY:

(Coddington reported on the following items)

- Working on the Articles of Incorporation.
- Open House is set for Oct 15<sup>th</sup>.

G. MHOG:

(Coddington reported on the following items)

- The water issues in front of Chem Trend.
- Working on an assessment with ~~Ferta~~ ^Tetra^ Tech.
- The paving of a parking lot at one of the abandoned booster stations where equipment is now being store.
- Approval of the MHOG staff to work with Howell Township on assisting with the Waste Water Treatment Plant.

H. PLANNING COMMISSION:

(Counts reported on the following items)

- Gave approval to Quality Care of Howell on Burkhart Road who is amending their existing site plan to add a second wing.
- Recommended approval to the Board for Brad Jonckheere of Bedrock Ventures on a Conditional Rezoning.
- Set a Public Hearing for October 24th for a Text Amendment to allow the use of Open Air Business on "AR" Agricultural Residential land.

I. ZONING BOARD OF APPEALS (ZBA):

(Eaton-Wikle reported on the following item)

- Allowed a pergola style structure to hold solar panels in the front side yard.

J. WEBSITE:

(Counts reported on the following item)

- Received a note from a resident about constructing a sidewalk trail. This will be taken to the Planning Commission to determine how/where it fits in with our Master Plan.

K. WWTP:

(Hohenstein reported on the following items)

- The Waste Water Treatment Plant Committee met on Thursday.
- Working on the permit to the State on the water testing.

L. HAPRA:

(Graham reported on the following items)

- The next meeting is canceled.
- Doing phone interviews to replace the Executive Director. When they have a few candidates, there will be a meeting on the 30<sup>th</sup> to talk with the candidates and hopefully the Board will make their decision. The regular meeting will take place afterwards.
- Going through all the amendments to make sure everything is updated and ready for the new person.

**CALL TO PUBLIC:**

Alex Hansen, 3513 Amber Oaks – 1) wanted to bring to the Township Board’s attention that recently there has been several break-ins. The Home-owners’ Association is trying to prevent this from keep happening. 2) DTE is working with Amber Oaks Community to install a light at the second main entrance to the subdivision at the corner of Barron Road and Amber Oaks Drive. 3) Thanked Trustee Eaton-Wikle for her work and time on the Board. 4) Wanted to know the steps in replacing her position. (An ad will go into the paper and on the web-site seeking anyone interested in filling this position. The Clerk’s office will accept letters of interest and the Human Resource Committee will make their recommendation to the Board. All interested individuals will be allowed to present themselves at the Howell Township Board Meeting. By statue the Board has up to 45 days from the effective date of retirement to make their decision. Once the Board makes their decision, that person will hold the position of Howell Township Board of Trustee until the Gubernatorial Election in 2018. The winner of the 2018 Election will hold that position until the 2020 Election when the entire Board’s positions will be placed on the ballot.)

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Eaton-Wikle, seconded by Hohenstein, **“TO APPROVE THE REGULAR DISBURSEMENTS THROUGH OCTOBER 4, 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 Counts, **"TO ADJOURN."** Motion carried. The meeting adjourned 7:26 p.m.

**APPROVED:**

As Presented: \_\_\_\_\_

\_\_\_\_\_  
Jean Graham  
Howell Township Clerk

As Amended: \_\_\_\_\_

\_\_\_\_\_  
Mike Coddington  
Howell Township Supervisor

As Corrected: \_\_\_\_\_ X \_\_\_\_\_

Dated \_\_\_\_\_ 11.13.2017 \_\_\_\_\_

\_\_\_\_\_  
Debby Johnson  
Recording Secretary