

HOWELL TOWNSHIP BOARD REGULAR MEETING

MINUTES

Howell Township Hall

February 12, 2018

6:30. p.m.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Dar Howard	Trustee
Harold Melton	Trustee
Sally Newstead	Trustee

MEMBERS ABSENT:

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 Hohenstein, “**TO APPROVE THE FEBRUARY 12, 2018 AGENDA AS PRESENTED.**” Motion carried.

APPROVAL OF MINUTES:

MOTION by Hohenstein, seconded by Howard, “**TO APPROVE THE JANUARY 8, 2018 MEETING MINUTES AS CORRECTED: PAGE 4, 2ND BULLET, CORRECT THE SPELLING OF WAVE TO WAIVE.**” Motion carried.
(See January 8, 2018 Meeting Minutes)

CORRESPONDENCE:

See list.

BUDGET REPORT:

- Deputy Supervisor Kilpela presented a letter written by resident John Mills wanting to know what he is getting for his tax dollars that he is paying. Kilpela showed what Mr. Mills and his wife are paying and how it is allocated. Mr. Mills also asked for the “Top Five” expenditures. Mr. Mills was not in attendance. Kilpela outlined the “Top Five” Expenditures: 1) Road Projects & Dust Control, 2) Employees, 3) Operating & Maintenance, 4) HAPRA Membership, 5) Professional Fees – Attorney, Planner, and Auditor. He stated that we are in a much better cash position to handle a down turn. .
- Deputy Supervisor Kilpela gave an overview of the township’s Revenue and Expenditure period ending 01/31/2018 and the Cash Flow Using Budgeted Revenue Report and the Cash Flow Using Historical Average Revenue. Discussion followed about, Rainy-Day Fund, bond payments and charge backs. The Board thanked Kilpela for the good work.

CALL TO THE PUBLIC:

- No response.

UNFINISHED BUSINESS:

- None.

NEW BUSINESS:

SCHMUCKS BREWING COMPANY, LLC

- A) RESOLUTION 02.18.439 – Micro Brewer License – Treasurer Hohenstein stated that the Township has 1 (one) Liquor License that is available but this type of business does not require our Class C Liquor License but one from the State. Brad Jonckheere from Schmucks Brewing Company LLC stated that he is also seeking a Small Wine Maker and Small Distiller (Spirits) License. That will be covered in the 2nd Resolution. Mr. Jonckheere also stated this will not be a bar but a brewery. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT RESOLUTION #02.18.439 AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Coddington – yes, Howard – yes, Graham – yes, Counts – yes, Melton – yes, Hohenstein – yes, Newstead – yes. Motion carries 7 to 0.

- B) RESOLUTION 02.18.440 – Small Wine Maker & Small Distiller License – **MOTION** by Counts, seconded by Newstead, **“TO ACCEPT RESOLUTION #02.18.440 AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Newstead – yes, Hohenstein - yes, Howard – yes, Melton – yes, Coddington – yes, Graham – yes, Counts – yes. Motion carries 7 to 0.

REPORTS:

- A. SUPERVISOR:
(Supervisor Coddington reported on the following item)
 - Handy Township Planning Commission Meeting was held but the Power Plant Issue was tabled. Discussion followed.

- B. TREASURER:
(Treasurer Hohenstein reported on the following item)
 - We have collected 81% Winter Taxes. Winter Taxes are due on Wednesday the 14th.

- C. CLERK:
(Clerk Graham reported on the following items)
 - The security lights inside the building have all been replaced. There is some painting that will need to be done because the base of the new lights are smaller than the old ones thus leaving unfinished painting around the lights.
 - The office is putting a list together of other repairs that need to be done in the building.
 - Testing for the ACH program should begin soon.

- D. ZONING:
(Prepared by Zoning Administrator Daus)
 - See report.

- E. ASSESSING:
(Prepared by Assessor Kilpela)
 - See report.

- F. FIRE AUTHORITY:
(Supervisor Coddington reported on the following items)
 - A couple of budget adjustments were needed along with some money transfers to Michigan Class which moves funds in and out on a regular basis to keep monies safer.
 - Ladder truck is due back.
 - Discussion if the printed end report that are distributed to all the municipalities is worth the cost. The consensus is to put it on all the websites.
 - Progressing forward with the new addition. Should go out for bids soon.

G. MHOG:

(Trustee Howard reported on the following items)

- On budget and water use is up and has been up for most of the year.
- There was a major flooding issue in a building on Hydraulic Drive.
- Shepherd of the Lakes School was given permission to connect to the MHOG water system because of very poor well water at the school.
- The Trans West tower is in need of repainting. The Township has some say in the paint scheme of the tower. It was the consensus of the Board to go with green and a tannish/gold paint with the stripes, the wording Howell Township but no writing in the tower's stem.
- Close to finalizing the Cross Country easement through Marion Township.
- Working on the agreement for the easement at Trans West.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- See Planning Commission Minutes.
- Trilogy Health wants an additional building for Memory Care. Going for some variances to the ZBA on the 26th. The Public Hearing is the 27th.

I. ZONING BOARD OF APPEALS (ZBA):

- There was no meeting.
- Next meeting on the 26th for Trilogy Health.

J. WEBSITE:

(Trustee Counts reported on the following item)

- Nothing new to report.

K. WWTP:

(Treasurer Hohenstein reported on the following items)

- The company that makes our UV system is not out of business as we were previously told. The consensus is to rehabilitate the current three module system rather than replacing the system with brand new equipment. Discussion followed. **MOTION** Howard, seconded by Counts, **"TO ACCEPT THE BID FROM ULTRA-TECH SYSTEMS NOT TO EXCEED \$18,000.00 AS PRESENTED."** Discussion followed. Motion carried.
- Dissolved Oxygen Meter is used for testing at the source, cost \$1,612.00. **MOTION** by Counts, seconded by Howard, **"TO APPROVE THE REQUEST FOR A DISSOLVED OXYGEN METER AT \$1,612.00 AS PRESENTED."** Discussion followed. Motion carried. This meter is to stay at the plant.
- It is recommended to have our system mapped by GIS. Greg Tatara will bring back bids for this.
- Cleaning needs to be done more often with a record of the cleaning. **MOTION** by Counts, seconded by Howard, **"TO APPROVE HOWELL TOWNSHIP SEWER CLEANING QUOTE AS PRESENTED IN THE AMOUNT OF \$8,250.00 PLUS DISPOSAL FEE."** Discussion followed. Motion carried.

- Micro-screen – a basket needs to be replaced. **MOTION** by Howard, seconded by Hohenstein, **“TO APPROVE \$1,954.43 FOR THE PERFORATED STAINLESS STEEL SHEET AND FABRICATION OF THE MICRO SCREEN.”** Discussion followed. Motion carried.

L. HAPRA:

(Clerk Graham reported on the following item)

- No report.
- Supervisor Coddington added that in order for the Township to apply for grants for Township Parks you have to have a Parks and Recreation Plan. One of our new Planning Commissioners Martha Haglund was appointed by the Planning Commission as Chairperson for the Howell Township Parks and Recreation, and she will be working on this. Discussion followed.

CALL TO PUBLIC:

- No response.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Melton, **“TO APPROVE THE REGULAR DISBURSEMENTS THROUGH FEBRUARY 7, 2018 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carried.

ADJOURNMENT: **MOTION** by Howard, seconded by Graham, **“TO ADJOURN.”** Motion carried. The meeting adjourned 8:00 p.m.

APPROVED:

As Presented: <u> X </u>	_____ Jean Graham Howell Township Clerk
As Amended: _____	_____ Mike Coddington Howell Township Supervisor
As Corrected: _____	_____ Debbly Johnson Recording Secretary
Dated: <u> 03.12.2018 </u>	