

HOWELL TOWNSHIP BOARD REGULAR ELECTRONIC MEETING

MINUTES

3525 Byron Road
Howell, MI 48855
April 13, 2020
6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee*
Evan Rudnicki	Trustee
Jeff Smith	Trustee

MEMBERS ABSENT:

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called.

*Member called into meeting, but was only able to watch the meeting. Since he was unable to hear the meeting, he could not cast any votes.

APPROVAL OF THE AGENDA:

APRIL 13, 2020

MOTION by Counts seconded by Smith, **“TO APPROVE THE APRIL 13, 2020 AGENDA AS AMENDED: ADD ITEM 4B, MARCH 16, 2020 CLOSED SESSION MEETING MINUTES AND DELETE AGENDA ITEM 7C.”**

Discussion followed, item 7C – Union at Oak Grove Pilot Discussion, will be discussed at the May Meeting. Motion carried.

MARCH 16, 2020 MEETING MINUTES:

REGULAR BOARD MEETING MINUTES

MOTION by Hohenstein, seconded by Graham, **“TO APPROVE THE MARCH 16, 2020 MEETING MINUTES AS CORRECTED: UNDER CLOSED SESSION, ADD THE WORD “WITH” BEFORE LEGAL COUNSEL. UNDER THE SUPERVISOR REPORT UNDER THE 2ND BULLET POINT, REMOVE THE WORD “TO”. UNDER THE PLANNING COMMISSION REPORT CHANGE THE WORDING ‘TAIL FEASIBILITY TO TRAIL FEASIBILITY’.”** Discussion followed. Motion carried. (See March 16, 2020 Regular Meeting Minutes)

CLOSED SESSION MEETING MINUTES

MOTION by Hohenstein, seconded by Rudnicki, **“TO APPROVE THE MARCH 16, 2020 CLOSED SESSION MEETING MINUTES AS CORRECTED: CHANGE THE ROAD MENTION FROM TOOLEY ROAD TO FLEMING ROAD.”** Discussion followed. Motion carried. corrected

CORRESPONDENCE:

None.

CALL TO THE PUBLIC:

- Judith Minton, 552 Olde English Circle – 1) Would like the Township to be prudent in their decision concerning the issue of the Township Clean-Up Day, giving the issue of COVID-19. 2) Wanted to know if there is anything that the Township Board can do to thank the First Responders housed at the EMS building that is within Howell Township?
- Jessica from WHMI – She would like the Board Members to identify themselves before speaking.

NEW BUSINESS:

CODE ENFORCEMENT OFFICER

Supervisor Coddington stated that he and Zoning Administrator Daus have been talking with some Court Officials concerning the Township hiring a sub-contract company for a Code Enforcement Officer. We have a proposal

from (JSG) Judicial Services Group, a company of 3 Code Enforcement Officers. This will be for 10 hours a month at a cost of \$250.00. A Code Enforcement Officer will check about complaints that have been forwarded to the Township and if necessary, issue a Civil Ordinance Ticket. A Code Enforcement Officer will also drive the Township approximately 10 hours per month checking to see if there are any violations happening. There will be an additional fee of \$50.00 if the Officer is required to show for court. A Code Enforcement Officer will have access to needed documentation as where the Township does not. Other communities are starting do this and seems to be working well. Discussion followed. These 3 Officers will need to be appointed.

- **MOTION** by Hohenstein, seconded by Counts, **“TO ACCEPT THE PROPOSAL FROM JSG AND TO APPOINT MICHAEL GREENSLADE, EDGAR ACENA AND JEFF KIRKPATRICK AS CODE ENFORCEMENT OFFICERS FOR HOWELL TOWNSHIP.”** Discussion followed. Motion carried.

CROSSROADS LLC REQUEST FOR 90 DAY EXTENSION

Treasurer Hohenstein reported that the Township does have an agreement with Crossroads for a 90-day extension if needed or is warranted. Crossroads has stated that due to COVID-19, their engineer has not been able to complete the portion of the work that needs to be done. Township legal counsel requested what has been done and what yet needs to be done. There are only a few items that need to be completed; 1) integration of final engineering plans, 2) confirmation of code compliance, 3) final updates to site plan drawings and comments 4) integration of final traffic study. Crossroads state they are 90% complete. Treasurer Hohenstein stated he believes it is a reasonable request. Discussion that the traffic study done at this time would not be an accurate account for traffic study.

- **MOTION** by Hohenstein, seconded by Rudnicki, **“TO APPROVE CROSSROADS LLC 90 DAY EXTENSION AS REQUESTED.”** Discussion followed. Motion carried.

HOWELL CLEAN-UP DAY

Supervisor Coddington suggested that the May 16, 2020 Clean-Up Day either be postponed or cancel the event. Discussion on cancelling because it takes the office a lot of work getting all the vendors scheduled to come in on a certain day.

- **MOTION** by Hohenstein, seconded by Smith, **“TO CANCEL THE MAY 16, 2020 HOWELL TOWNSHIP CLEAN-UP DAY UNTIL FURTHER NOTICE.”** Discussion followed. Motion carried.

REPORTS:

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Normal updates from the County.
- Officer hours will remain on Mondays and Thursdays, 9:00 AM – 1:00 PM with alternating staff members until further notice.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Still posting payments for Utility Billing.
- First several days there were a lot of phone calls, but the calls are slowing down, and things are running smoothly.

C. CLERK:

(Clerk Graham reported on the following items)

- The Clerk’s Office is trying to keep up with everything on short hours.

D. ZONING:

(See Zoning Administrator Daus' prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Meeting was cancelled.
- Should have an electronic meeting on Wednesday.

G. MHOG:

(Supervisor Coddington reported on the following items)

- Meeting was cancelled.
- Next meeting will be electronic meeting.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- Meeting was postponed.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Rudnicki reported on the following items)

- Meeting was postponed.

J. WWTP:

(Treasurer Hohenstein reported on the following items)

- No update at this time.

K. HAPRA:

(Clerk Graham reported on the following items)

- See written report.

L. PROPERTY COMMITTEE:

(Treasurer Hohenstein reported on the following items)

- See written report
- No other changes to report.

CALL TO THE PUBLIC:

Judith Minton, 552 Olde English Circle – 1) Prior to COVID-19 the Township was keeping a close eye on the PFAS situation. She is asking that the Township keep an eye on it because it is still a threat to our environment. Has there been any changes in the last 90 days? (There have not been any new reports from the County.) 2) With so many more people being home all day has there been any added stress on MHOG or to the WWTP? (We have not received any statistics showing any added stress.) 3) Are there any plans to help with support with food banks for our residents who may be out of work and in need? (The Township is not allowed to support any individual groups. We must rely on the residents to take on those missions themselves.) 4) Will there be any

type of tax abatement for residents who may have problems when taxes come due? (No, the Township has had no discussion on the issue.)

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Rudnicki, **“TO APPROVE THE REGULAR DISBURSEMENTS AS OF APRIL 2, 2020 CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carries.

ADJOURNMENT: MOTION by Rudnicki, seconded by Counts, **“TO ADJOURN.”** Motion carried. The meeting adjourned 7:01 p.m.

As Presented: _____ X _____

As Amended: _____

As Corrected: _____

Dated: _____ 05.11.2020 _____

Howell Township Clerk
Jean Graham

Mike Coddington
Howell Township Supervisor

Debby Johnson, Recording Secretary