

**HOWELL TOWNSHIP REGULAR BOARD MEETING  
MINUTES**

3525 Byron Road  
Howell, MI 48855  
June 14, 2021  
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.

All rose for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

June 14, 2021

**MOTION** by Counts, seconded by Rudnicki, **“TO APPROVE THE JUNE 14, 2021 AGENDA AS PRESENTED.”** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

A) BUDGET MEETING MINUTES

**MOTION** by Hohenstein, seconded by Melton **“TO APPROVE THE MAY 10, 2021 BUDGET MEETING MINUTES AS PRESENTED.”** Discussion followed. Motion carried. (See May 10, 2021 Budget Meeting Minutes.)

B) REGULAR BOARD MEETING MINUTES

**MOTION** by Hohenstein, seconded by Melton **“TO APPROVE THE MAY 10, 2021 REGULAR MEETING MINUTES AS PRESENTED.”** Discussion followed. Motion carried. (See May 10, 2021 Regular Meeting Minutes.)

**CORRESPONDENCE:**

No additions. No questions.

**PUBLIC HEARING:**

**MOTION** by Counts, seconded by Rudnicki, **“TO OPEN THE PUBLIC HEARING ON THE TOWNSHIP 2021/2022 BUDGET.”** Discussion followed. A roll-call vote was taken: Graham – yes, Rudnicki – yes, Smith – yes, Hohenstein – yes, Melton – yes, Coddington – yes, Counts – yes. Motion carries 7 to 0. The Public Meeting opened at 6:32 P.M. It was noted that the budget was explained at the May Budget Meeting. Supervisor Coddington asked if anyone from the public has any questions or concerns. There was one comment from Bill Park, 437 Burkhart Road and that was to congratulate the Board because he stated that in the old days the room would be filled with residents wanting to discuss the budget. **MOTION** by Graham, seconded by Melton, **“TO CLOSE THE PUBLIC HEARING ON THE HOWELL TOWNSHIP 2021/2022 BUDGET.”** Discussion followed. Motion carried. The Public Hearing closed at 6:34 P.M.

**CALL TO THE PUBLIC:**

Bill Parks, 437 N. Burkhart Rd – He would like to know what the status of the sale that is on the property that is next to his. (There is an offer that is in and the Township has accepted it. Nothing has been submitted to the Planning Commission at this time.) Mr. Parks would like to be notified about the Planning Commission decision. It was suggested he contact the Zoning Administrator.

**UNFINISHED BUSINESS:**

HOWELL TOWNSHIP BUDGET 2021/2022 APPROVAL

**MOTION** by Graham, seconded by Hohenstein, **“TO APPROVE THE HOWELL TOWNSHIP 2021/2022 BUDGET AS PRESENTED.”** Discussion followed. Clerk Graham added that this will include the Resolutions 05.21.489, 05.21.490 and 05.21.491 that were passed at last month’s meeting contingent that the budget is approved at this month’s meeting. A roll-call vote was taken: Melton – yes, Coddington – yes, Graham – yes, Smith – yes, Rudnicki – yes, Counts- yes, Hohenstein – yes. Motion carries 7 to 0.

**NEW BUSINESS:**

A) RECOGNITION OF ANDREW SLOAN

Clerk Graham read aloud, Resolution #06.21.492 in Recognition of Andrew Sloan for his years of service on the Planning Commission and the ZBA. **MOTION** by Graham, seconded by Hohenstein, **“TO ACCEPT RESOLUTION #06.21.492 IN RECOGNITION OF ANDREW SLOAN.”** Discussion followed. A roll-call vote was taken: Rudnicki – yes, Hohenstein – yes, Melton – yes, Counts – yes, Graham – yes, Smith – yes, Coddington – yes. Motion carries 7 to 0.

B) RECOGNITION FOR RECEIVING A PERFECT SCORE ON THE 2020 AMAR REVIEW

Supervisor Coddington stated that it is an amazing thing to receive a perfect score on this. Clerk Graham added that the Deputy Treasurer helped to get the numbers where they should be.

C) DISCUSSION ON ENDING EMEGENCY DECLARATION

**MOTION** by Smith, seconded by Melton, **“TO END THE EMERGENCY DECLARATION THAT THE TOWNSHIP HAS BEEN UNDER.”** Discussion followed. Motion carried.

D) CLEAN-UP DAY

Discussion on the next Clean-Up Day. It was the consensus of the Board to try and go back to our normal weekend in May of 2022 for the next Township Clean-up Day.

E) CONTRACT WITH CARLISLE/WORTMAN

Clerk Graham discussed the agreement with Carlisle/Wortman for consulting services. The contract needs to be signed. Some pros and cons with staying with the company were discussed. The contract presented is good until March 31, 2023. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE AGREEMENT FROM CARLISLE AND WORTMAN AS PRESENTED.”** Discussion followed. Motion carried.

**REPORTS:**

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Working with the Property Committee.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Was able to get Comcast to look into possibly getting internet south of I-96. Also talked with another company, ACD.NET who will look into what it will take to provide service. There is a large section of the Township that does not have internet service and most of that is south of I-96.
- A Street light is being requested at the corner of Crandall and Warner because of some of the activity going on at that intersection. The Board discussed some pro and cons of putting street lights on country roads. It might be better if the request would be petitioned. It is unknown what the installation cost is but it runs about \$500.00 a month for electricity.

C. CLERK:

(Clerk Graham reported on the following items)

- The ducts were cleaned last week. Maintenance on the furnace is coming next.
- Would like to hire an Assistant Deputy Clerk. Start training them on all aspects of elections. The Deputy Clerk will train the assistant through the 2022 elections and then have the Assistant run the Presidential Election with the Deputy Clerk's support. This person would then be ready to take over when the Deputy Clerk decides to retire. This person will also be trained on other areas covered by the Deputy Clerk; cemetery, water meter horns, FOIA's, Board meetings and other issues. They will also help out at the front desk, phone calls and be support in other departments as needed. Questions and concerns from the Board were discussed. Discussion on Early Voting if it is passed and how that effects the office. It was the consensus of the Board to allow the Clerk to hire an Assistant Deputy Clerk with starting wage of \$20.00 per hour along with the normal benefit package of a full time employee.
- Cemetery is in need of some repairs. 1) The split rail fence that runs along the roadside of the cemetery is falling down and is old and rotting. 2) There are some trees that need to be removed. 3) There is a lot of trash and debris that has been piled up and needs to be removed. The sheriff's department has been contacted about having their trustees come in and remove these piles. They will get back in touch with us when they are available. 4) The southwest side of the driveway needs to be built up. It gets very muddy in the spring and cars can and have gotten stuck. Discussion on all of these issues. Will try and get quotes for these issues.
- Need to add another scanner for elections. We are going to be splitting our AVCB (Absentee Voter Counting Board) into two groups. More and more people are voting by absentee. This is putting a lot of stress on the AVCB. At the last election we didn't get done until 3:00 am. Many of the municipalities have more than one AVCB. With the possibility of Early Voting, that will take a scanner. The cost is \$5,545.00 for the scanner. There is an additional cost of \$2,820.00 for the cost of maintenance for years 6 -10 which is spread out over years 6 – 10. Hart Intercivic is the company that Livingston County went with. All municipalities from a county have to use the same scanners. This is due to programming. Discussion followed. **MOTION** by Smith, seconded by Counts, **"TO APPROVE THE PURCHASE OF A SCANNER/TABULATOR FROM HART INTERCIVIC AS PRESENTED."** Discussion followed. Motion carried.

D. ZONING:

(See Zoning Administrator Daus's prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Approved the budget.

G. MHOG:

(Trustee Counts reported on the following items)

- The Genoa water tower is finished or nearly finished being painted.
- Development is moving on and a lot of expansion is going on.
- Some bonds were refinanced.
- 10% increase in water usage in April from last year.
- EGLE is ~~constantly~~ ^constantly^ asking for changes and adjustments.
- MHOG does not have any lead pipes in the ground, but there may be some older homes that may have lead in their service lead.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- Welcomed the two new members, Denise Markham and Paul Pominville.
- The meeting was cut short because of some technical problems.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Rudnicki reported on the following items)

- Petitioner #1's ^#1's^ request was for an accessory building. The request was tabled until the next meeting to acquire more accurate measurements for an accessory building.
- Petitioner #2's requests was for an accessory building in front of the rear line of the house. This request was approved.

J. WWTP:

(Treasurer Hohenstein reported on the following items)

- VFD on one of the blowers has gone out. Received two quotes. Recommend the quote from UIS. **MOTION** by Hohenstein, seconded by Melton, **"TO REPLACE, INSTALL AND PROGRAM THE BLOWER VFD, NOT TO EXCEED \$10,455.00 AS PRESENTED."** Discussion followed. Motion carried.

K. HAPRA:

(Clerk Graham reported on the following items)

- Hired a new person.
- The pool at the high school is opened but is not being run by HAPRA.
- Trying to get people to work at the boat launch.
- Hired a youth supervisor to run the Day Camps.
- Received an award from Generation Z Grant.

L. PROPERTY COMMITTEE:

(Treasurer Hohenstein reported on the following items)

- Property at Oak Grove and M-59 have some access issues.
- Received an offer from Springborn and they were willing to waive the easement issue. The original offer from Dedvukaj is now willing to waive the easement issue. There are some differences in price and the time allowed for investigation. It is the Property Committee's recommendation to approve the offer from

Dedvukaj. Discussion on the easement. **MOTION** by Graham, seconded by Smith, **“TO ACCEPT THE BID FROM DED AND LINDA DEDVUKAJ ON THE PURCHASE FOR PARCELS #4706-25-200-046 AND 4706-25-200-047 AS PRESENTED.”** Discussion followed. Motion carried.

**CALL TO THE PUBLIC:**

Bill Parks, 437 N. Burkhart Rd. – Wanted to know what full time is considered. (36 hours weekly. Employees work through their lunches. If they are needed at the counter or on the phone, those issues are dealt with.) He stated that Howell Township many years ago had an opportunity to join the Howell Recreation Department at price of about \$50,000.00 and at that time they declined. (Howell Township is now part of the Howell Recreation Authority and is allowed 1 Park Pass per household.) Mr. Parks wanted to know if there has been any consideration of doing a recreation authority type thing between Fowlerville, Handy and Howell Township for the northwest section of the County. (The Township has never heard of any recreation authority for Fowlerville.) Would that be a consideration? (Do not know if that exists and it would depend on what it offered.) Mr. Parks added that Burkhart Ridge is in their 2<sup>nd</sup> phase of development which will increase the population for voting.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Hohenstein, seconded by Melton, **“TO APPROVE THE REGULAR DISBURSEMENTS AS OF MAY 31, 2021 CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carried.

**ADJOURNMENT:** **MOTION** by Melton, seconded by Counts, **“TO ADJOURN.”** Motion carried. The meeting adjourned (8:07 pm.)

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

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

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

As Corrected:   X   \_\_\_\_\_

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

Dated:   7/12/2021   \_\_\_\_\_

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