

**HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

February 14, 2022

6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee
Michael Newstead	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:**

February 14, 2022

**MOTION** by Melton seconded by Counts, **“TO APPROVE THE FEBRUARY 14, 2022 AGENDA AS AMENDED. REMOVE 9E PINEVIEW-MICHAEL FURNARI AND REPLACE WITH THE DANGEROUS BUILDING ORDINANCE NUMBER 219.”** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

January 10, 2021

A) REGULAR BOARD MEETING MINUTES

**MOTION** by Hohenstein, seconded by Melton, **“TO APPROVE THE JANUARY 10, 2022 REGULAR MEETING MINUTES AS PRESENTED.”** Discussion followed. Motion carried.

**CORRESPONDENCE:**

No additions. No questions.

**CALL TO THE PUBLIC:**

No Response.

**UNFINISHED BUSINESS:**

A. MISIGNAL

Treasurer Hohenstein summarized for the Board an email from Township attorney Kendal O’Connor and the fiber optic broadband project agreement between Howell Township and MiSignal. Josh Rowe, a part owner of MiSignal addressed the Board to clarify any misunderstandings regarding the proposed project and the project agreement itself. A discussion was held on what is defined as served, underserved and unserved areas by the Federal Communications Commission (FCC) and how the ARPA funds Howell Township will be investing will be spent. It is still projected to take 18 months to get the entire Township broadband internet coverage. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE AGREEMENT FOR FIBER OPTIC BROADBAND PROJECT WITH MISIGNAL AS PRESENTED.”** Discussion followed. Motion carried.

**NEW BUSINESS:**

**A. GABRIDGE & COMPANY, PLC- HOWELL TOWNSHIP 2020-2021 AUDIT**

Joe Verlin from Gabridge & Company, PLC reviewed with the Board the completed audit their company conducted for the year ending June 30, 2021. Mr. Verlin stated that Howell Township was in a very healthy financial position. He thanked the Howell Township Board for all of their help while conducting the audit.

Amendment made to the agenda. **Motion** by Hohenstein, seconded by Counts, **“MOVE TO DEVIATE FROM THE AGENDA TO 9D REZONING Z-12-22 SFR/MFR TO PUD.”** Discussion followed. Motion carried.

**B. REZONING REQUEST: Z-12-22 Heritage Square (Mason and Burkhart Roads) 4706-32-400-013**

A copy of the Howell Planning Commission minutes and rezoning approval, the Livingston County Planning Department Review for Rezoning Report Z-12-22, and the Livingston County Planning Commission Meeting Minutes for the January 19, 2022 Meeting were presented to the Board for review. Rezoning request is from a Single Family Residential (SFR) and Multiple Family Residential (MFR) to Planned Unit Development (PUD). Bruce Michael representing Mason and Burkhart, LLC along with Kevin McDevitt from Mega Engineering Group Associates, Inc. was present to answer questions. Discussion followed. Mr. Denson (5828 Crandall Road Howell, MI) addressed the Board with concerns regarding drainage issues due to the proposed project. **MOTION** by Graham, seconded by Counts, **“TO SUPPORT THE PROPOSED REZONING FROM SFR AND MFR TO PUD IS COMPATIBLE WITH BOTH THE HOWELL TOWNSHIP MASTER PLAN AND THE LIVINGSTON COUNTY MASTER PLAN.”** Discussion followed. Motion carried.

**C. BOND PAY OFF**

Deputy Supervisor Kilpela presented three different year bond payoff scenarios for the Board to review. Discussion followed. **MOTION** by Hohenstein, seconded by Counts **“TO ACCEPT RESOLUTION #02-22-502 AUTHORIZING PREPAYMENT AND CALL OF BONDS MATURING OR SUBJECT TO MANDATORY REDEMPTION FROM MAY 1, 2023 THROUGH MAY 1, 2027.** A roll-call vote was taken: Hohenstein-Y, Counts-Y, Newstead-Y, Smith-Y, Graham-Y, Coddington-Y and Melton-Y. Motion passes 7 to 0.

**D. SCHOOL SUMMER TAX RESOLUTIONS**

Treasurer Hohenstein stated that the tax agreements between the Township and the schools have not changed in the three tax resolutions presented to the Board. The Township will continue to receive \$3.00 per parcel for the collecting of tax payments for the schools.

- LIVINGSTON EDUCATION SERVICES AGENCY (LESA) SUMMER TAXES  
**MOTION** by Counts, seconded by Melton, **“TO ACCEPT RESOLUTION #02-22-499 AGREEMENT FOR THE COLLECTION OF SUMMER SCHOOL PROPERTY TAXES FOR LESA AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Coddington-Y, Smith-Y, Graham-Y, Counts-Y, Melton-Y, Hohenstein-Y, and Newstead-Y. Motion passes 7 to 0.
  
- FOWLerville COMMUNITY SCHOOLS  
**MOTION** by Counts, seconded by Newstead, **“TO ACCEPT RESOLUTION #02-22-500 AGREEMENT FOR THE COLLECTION OF SUMMER SCHOOL TAXES FOR FOWLerville COMMUNITY SCHOOLS.”** Discussion followed. A roll-call vote was taken: Newstead-Y, Hohenstein-Y, Smith-Y, Melton-Y, Coddington-Y, Graham-Y and Counts-Y. Motion passes 7 to 0.
  
- HOWELL COMMUNITY SCHOOLS  
**MOTION** by Counts, seconded by Melton, **“TO ACCEPT RESOLUTION #02-22-501 AGREEMENT FOR THE COLLECTION OF SUMMER SCHOOL PROPERTY TAXES FOR**

**HOWELL PUBLIC SCHOOLS AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Smith-Y, Melton-Y, Hohenstein-Y, Graham-Y, Newstead-Y, Counts-Y, and Coddington-Y. Motion passes 7 to 0.

E. REZONING Z-12-22 SINGLE FAMILY RESIDENTIAL (SFR) / MULTIPLE FAMILY RESIDENTIAL (MFR) TO PLANNED UNIT DEVELOPMENT (PUD): HERITAGE SQUARE DEVELOPMENT.  
**PLEASE SEE ABOVE- AMENDED AGENDA.**

F. DANGEROUS BUILDING ORDINANCE NUMBER 219  
Treasurer Hohenstein explained to the Board the need to create two new positions that will enable the Township to better enforce the Dangerous Building Ordinance Number 219. The first position would be a Dangerous Building Administrator/Enforcing Official which would be held by the Zoning Administrator, currently Joe Daus. The second position is a Hearing Officer position with would be held by David Boersma from Spicer Group, Inc. Discussion Followed. **MOTION** by Counts, seconded by Hohenstein, **“TO ADD THE DANGEROUS BUILDING ADMINISTRATOR/ENFORCING OFFICIAL DUTIES TO THE ZONING ADMINISTRATOR POSITION AND APPOINT DAVID BOERSMA FROM SPICER GROUP AS A HEARING OFFICER FOR DANGEROUS BUILDING ORDINANCE.”** Discussion followed. Motion carried.

G. HOWELL TOWNSHIP COMMUNITY MASTER PLAN SURVEY RESULTS  
Trustee Counts discussion the results of the Howell Township Community Master Plan Survey. It was felt that good feedback was received with over 300 individuals completing the survey. Issues such as traffic, stopping development, and paving roads were the main concerns of those completing the survey. The feedback will be used when the Master Plan is updated. The Board was appreciative of all those who completed the survey.

**REPORTS:**

A. SUPERVISOR:

Supervisor Coddington advised the board that he is in discussion with the Township attorney regarding what the next steps are with the Oakland Tactical lawsuit.

B. TREASURER:

Treasurer Hohenstein updated the Board on the following:

- Winter Tax Bill collection is at 94%.
- The Federal Government has new ARPA rules on how funds can be spent. Treasurer Hohenstein stated that the new rules allow Townships to spend the funds on any allowable expenses that a Township would normally be able to spend money on.

H. CLERK:

- AMERICAN SECURITY CABINETS  
Small ballot drop box quote (#QUO3448) **MOTION** by Counts, seconded by Newstead, **“TO APPROVE THE REQUEST FOR THE QUOTE FROM AMERICAN SECURITY CABINETS FOR THE BALLOT DROPBOX”**. Discussion followed. Motion carried.
- HOWELL TOWNSHIP CLEAN UP DAY  
Clerk Graham updated the Board regarding the Township Clean-Up Day scheduled for May 14, 2022.

- **THE STAPLEX COMPANY**  
Clerk Graham presented to the Board a quote for an Electric Mail Opener with Semi-Automatic Feed for the Absentee Counting Board use on Election Day. The additional electric mail opener is needed due to a second Absentee Counting Board being created. **Motion** by Smith, seconded by Melton **“TO APPROVE CLERKS PRESENTATION OF AN ACCUSLITTER ELECTRIC MAIL OPENER NOT TO EXCEED \$726.95”**. Discussion followed. Motion carried.
  
- **RESOLUTION 02.22.498**  
Clerk Graham explained to the Board that after each Census is conducted any Township having over the minimum population of 2,000 is eligible to become incorporated if the Board wishes. The Township was required to publish in the paper two notices, one week apart letting property owners know the Township does qualify after the 2020 Census to become a Charter Township. A discussion was held regarding the benefits and disadvantages of a Township becoming incorporated. Clerk Graham presented to the Board Resolution 02.22.498 to oppose incorporation as a Charter Township for Howell Township. **MOTION** by Hohenstein, seconded by Smith, **“TO ACCEPT RESOLUTION #02-22-498 TO OPPOSE INCORPORATION AS A CHARTER TOWNSHIP AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Graham-Y, Newstead-Y, Counts-Y, Coddington-Y, Hohenstein-Y, Melton-Y, and Smith-Y. Motion passes 7 to 0.
  
- **LAWN AND SNOW SERVICE CONTRACT**  
Clerk Graham presented the Board with lawn service and snow removal bids from Leppek Nursery and Garden Center along with Sharpe’s Outdoor Services. These bids are for Township owned properties for the 2022 calendar year. Clerk Graham stated that she had contacted other companies but they were unable to submit bids at this time. Discussion followed. **MOTION** by Hohenstein, seconded by Smith, **“TO ACCEPT THE BID FROM LEPPEK NURSERY AND GARDEN CENTER FOR LAWN AND SNOW SERVICES FOR A ONE YEAR CONTRACT.”**

D. ZONING:  
(See Zoning Administrator Daus’s prepared written report)

E. ASSESSING:  
(See Assessor Kilpela’s prepared written report)

F. FIRE AUTHORITY:  
Supervisor Coddington informed the Board that the Howell Fire Department is in the process of interviewing for the two new full-time positions. MMRMA funds have been received and the department is in negotiations with the union.

G. MHOG:  
Trustee Counts updated that board on Chestnut Crossing drain issues along with Heritage Square drain concerns. Padnos’s lawsuit is still ongoing.

H. PLANNING COMMISSION:  
Trustee Counts gave the Board an update from the January 25, 2022 Planning Commission Meeting.

I. ZONING BOARD OF APPEALS (ZBA):

Trustee Smith gave an update of the January 18, 2022 ZBA Meeting. Also stated that the Planning Commission/ZBA training was conducted and felt it was very beneficial.

J. WWTP:

Treasurer Hohenstein updated the Board on the January 20, 2022 Wastewater Treatment Plant Meeting. Treasurer Hohenstein confirmed that Kirt at Inframark did receive the termination of contract letter that was mailed out on January 3<sup>rd</sup>. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE PROJECTS AS PRESENTED IN THE JANUARY 20, 2022 MINUTES.”** Discussion followed. Motion carried.

K. HAPRA

Clerk Graham gave the Board a review of the January 18, 2022 Howell Parks and Recreation Meeting along with upcoming events. A strategic HAPRA meeting is scheduled for April 2022.

L. Property Committee

Treasurer Hohenstein gave the Board a review of the January 27, 2022 Property Committee Meeting.

**MOTION** made by Hohenstein, seconded by Melton, **“TO APPROVE THE PROPERTY COMMITTEE RECOMMENDATION TO APPROVE THE EXTENSION FOR 180 DAYS AS PRESENTED.”** Discussion followed. Motion carried.

**CALL TO THE PUBLIC:**

No response.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Hohenstein, seconded by Milton, **“TO APPROVE THE REGULAR DISBURSEMENTS AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carried.

**ADJOURNMENT: MOTION** by Counts, seconded by Newstead, **“TO ADJOURN.”** Motion carried. The meeting adjourned (9:05 pm).

As Presented:                   X                  

\_\_\_\_\_

Howell Township Clerk

Jean Graham

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

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

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Mike Coddington

Howell Township Supervisor

Dated:           March 21, 2022          

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Teresa Murrish, Recording Secretary