

**HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

January 9, 2023

6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee
Bob Wilson	Trustee

MEMBERS ABSENT:

Jeff Smith	Trustee
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Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. There were 6 people in the audience. All rose for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

January 9, 2023

MOTION by Melton, **SECOND** by Counts, **"TO APPROVE THE JANUARY 9, 2023 AGENDA AS SUBMITTED."** Discussion followed. Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

December 12, 2022

A) REGULAR BOARD MEETING MINUTES

MOTION by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE DECEMBER 12, 2022 REGULAR MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

CORRESPONDENCE:

No additions. No questions.

CALL TO THE PUBLIC:

There was no comment.

UNFINISHED BUSINESS:

A. Public Nuisance Ordinance – Santa Rosa Drive

Supervisor Coddington discussed the Zoning Administrator's report included in the packet. Tim Boal was present and discussed the challenges with the enforcement of a Township ordinance. Discussion ensued with Board Members. The Board requested the Supervisor work with the neighbors to find a resolution to the delineators at the corner of Mason Rd and Santa Rosa Drive.

NEW BUSINESS:

A. ZBA Appointment

Clerk Graham indicated a vacancy on the ZBA and that there were two applicants who applied. Both applicants were in attendance and fielded questions from the Board. The Board appointed Carol Weaver to the ZBA with the second candidate Scott Marsh as an alternate. **MOTION** by Wilson,

SECOND by Hohenstein, **"TO APPOINT CAROL WEAVER TO THE ZBA BOARD, WITH THE SECOND CANDIDATE SCOTT MARSH, AS AN ALTERNATE AS PRESENTED."** Discussion followed. Motion carried.

B. Approval of Changes to Board of Review

Assessor Kilpela submitted a letter to the Board recommending the following appointments be made to the Board of Review:

- Re-Appoint Susan Daus, William Graham and Carol Makushik for a 2-year term starting 1/1/2023 and ending 12/31/2024.
- Appoint Aaren Currie and Jonathan Dekoninck as alternates for a 2-year term starting 1/1/2023 and ending 12/31/2024.

MOTION by Graham, **SECOND** by Melton, **"TO ACCEPT THE RECOMMENDATIONS MADE BY BRENT KILPELA FOR THE BOARD OF REVIEW."** Discussion followed. Motion carried. (5-1)

C. Master Plan Review Period Update

Clerk Graham indicated the Zoning Administrator is seeking authorization to release the draft Master Plan update for review in accordance with Michigan Planning and Enabling Act PA 33 2008. **MOTION** by Graham, **SECOND** by Counts, **"TO AUTHORIZE THE RELEASE OF THE DRAFT MASTER PLAN UPDATE FOR REVIEW AS PRESENTED."** Discussion followed. Motion carried.

D. Pioneer Cemetery Bids

Clerk Graham indicated there were three bids received regarding improvements to Pioneer Cemetery to assist with current water issues. The Board discussed revisions necessary to complete the proper bid process. **MOTION** by Counts, **SECOND** by Melton, **"TO HAVE BOARD MEMBER WILSON REVIEW, REVISE AND RESUBMIT PROPOSALS WITH MORE DETAILED INFORMATION AS PRESENTED AND TO HAVE A BID SPECIFICATION SHEET BE UTILIZED."** Discussion followed. Motion carried.

REPORTS:

A. SUPERVISOR:

Supervisor Coddington indicated some challenges for residents regarding trash price complaints. He noted in the past the Township discussed a single contractor for Township pickup. Discussion ensued. He further discussed the Drain Commissioners office wanting to utilize ARPA funds to administer some drain projects in the Township. He and Treasurer Hohenstein will meet with them on January 13, 2023 to see which projects are the most beneficial. Discussion ensued regarding the Barron Road demolition progress.

B. TREASURER:

Treasurer Hohenstein discussed the Road Commission and the funding for the Marr Road Bridge replacement. The Commission did not receive the requested funds to get it replaced and are now working with MDOT to receive federal funds to replace it. He further noted Hawk Meadows Golf Course's displeasure of the Board's decision denying an easement and noted this would be ongoing until a decision is reached.

C. CLERK:

Clerk Graham discussed the Mutual of Omaha contract the Board received in their folders. This copy satisfies regulatory requirements by the Township to provide members with a copy. She further acknowledged Board positions, alternates and additional responsibilities for Board members for the Township. Discussion ensued.

There was an update provided about the upcoming state wide audit for the November election and discussion on finishing the constructed election room. Discussion followed.

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 Fire Authority Meeting. He discussed transferring of funds, donations from Tanger Outlets used for the smoke detector program, the sale of engine 21 and the Howell Fire Authority is no longer a union.

G. MHOG:

Trustee Counts reported on the MHOG Meeting. He discussed water production, updates to the capital improvement plan, transmission line updates being on hold due to increased material and construction costs, water tower and generator maintenance, service install quotes, and the water main break in front of Hamilton Propane where there was significant water loss.

H. PLANNING COMMISSION:

No update at this time.

I. ZONING BOARD OF APPEALS (ZBA):

No update at this time.

J. WWTP:

Treasurer Hohenstein reported on the WWTP Meeting. He noted the items in the packet needing approval. **MOTION** by Hohenstein, **SECOND** by Counts, **"TO APPROVE THE RECOMMENDATIONS FROM THE WWTP COMMITTEE AS PRESENTED."** Discussion followed. Motion carried.

K. HAPRA

Clerk Graham noted the report was in the packet.

L. PROPERTY COMMITTEE

Treasurer Hohenstein discussed the challenges with the Burkhart Road property and working with the County to resolve it. He further indicated the need to set wages for Martha Haglund as a Park and Recreation Committee member as presented. Clerk Graham clarified how she would receive Martha Haglund's time sheets. **MOTION** by Wilson, **SECOND** by Hohenstein, **"TO APPROVE THE WAGE FOR MARTHA HAGLUND AS PRESENTED."** Discussion followed. Motion carried.


CALL TO THE PUBLIC:

Shane Fagan addressed the Board regarding the challenges at Mason Road and Santa Rosa Drive. He further noted the trash complaints mentioned by the Supervisor.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, **SECOND** by Graham, **"TO APPROVE THE REGULAR DISBURSEMENTS AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

ADJOURNMENT: MOTION by Counts, **SECOND** by Hohenstein, **"TO ADJOURN."** Motion carried. The meeting was adjourned at 7:47pm.



Howell Township Clerk
Jean Graham



Mike Coddington
Howell Township Supervisor



Angie Guillen, Recording Secretary