

**HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

March 20, 2023

6:30 P.M.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. There were 9 people in the audience. All rose for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

March 20, 2023

MOTION by Melton, **SECOND** by Counts, **"TO APPROVE THE MARCH 20, 2023 AGENDA AS PRESENTED."** Discussion followed. Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

February 13, 2023

A) REGULAR BOARD MEETING MINUTES

MOTION by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE FEBRUARY 13, 2023 REGULAR MEETING MINUTES WITH AMENDMENTS."** Discussion followed. Motion carried.

CORRESPONDENCE:

No additions. No questions.

CALL TO THE PUBLIC:

Katy Michalski introduced herself to the Board and stated she is the new Field Representative for Representative Elissa Slotkin 7th District of Michigan.

UNFINISHED BUSINESS:

A. 2023-2024 Bids for lawn Service & Snow Plowing

Board members discussed the bids for lawn and snow removal services. **MOTION** by Wilson, **SECOND** by Hohenstein, **"TO ACCEPT THE BID FOR SHARPE'S OUTDOOR SERVICES FOR LAWN CARE SERVICES, WITHOUT FERTILIZER, AS PRESENTED."** Discussion followed. Motion carried.

MOTION by Hohenstein, **SECOND** by Smith, **"TO ACCEPT THE BID FOR SHARPE'S OUTDOOR SERVICES FOR SNOW REMOVAL AS PRESENTED."** Discussion followed. Motion carried.

NEW BUSINESS:

A. Waste Water Treatment Plant

Greg Tatara, was present to discuss the Wastewater Treatment Plant Meeting and the current needs for the Plant. He further discussed a resident who had a sewer backup from the main in Amber Oaks subdivision. This led to waste water damaging the carpet of their basement. He indicated they worked as diligently as possible to sanitize it as soon as possible. He discussed Public Act 222 of 2002 and the involvement of the government agency in which the resident resides. **MOTION** by Counts, **SECOND** by Hohenstein, **"TO APPROVE THE CLAMP-ON METER FROM UIS AS PRESENTED."** Discussion followed. Motion carried. **MOTION** by Counts, **SECOND** by Melton, **"TO APPROVE THE MHOG BUDGET ALLOCATION PERCENTAGE AS PRESENTED."** Discussion followed. Motion carried. **MOTION** by Hohenstein, **SECOND** by Counts, **"TO APPROVE THE MHOG 2024 BUDGET AS PRESENTED."** Discussion followed. Motion carried. **MOTION** by Hohenstein, **SECOND** by Melton, **"TO APPROVE REIMBURSEMENT FOR RESIDENT, MRS. LE, FOR 50% OF THE CARPET DAMAGES AS PRESENTED NOT TO EXCEED \$2,500.00 UPON AGREEMENT TO RELEASE ."** Discussion followed. Motion carried.

B. Wellhead Protection Area Discussion

Treasurer Hohenstein indicated that a business owner is interested in installing a gas station on the northeast corner of Mason and Burkhart Roads. The current Township ordinance does not allow a gas station within three hundred (300) feet of a wellhead protection area. The business owner has agreed to meet all the conditions imposed from MHOG. He is requesting to change the ordinance language to read "No gasoline service station shall be permitted within three hundred (300) feet of a wellhead protection area **unless it receives approval from MHOG.**" Extensive discussion ensued. **MOTION** by Melton, **SECOND** by Hohenstein **"THAT WE DON'T OVERRIDE THE ORDINANCE AS WRITTEN."** Discussion followed. Motion carried.

C. Planning Commission Appointment

The Board gave brief interviews to the two candidates who applied for the Planning Commission position. The candidates spoke to their backgrounds and interests in the position. **MOTION** by Smith, **SECOND** by Hohenstein, **"TO APPROVE CANDIDATE MIKE NEWSTEAD TO THE PLANNING COMMISSION TERM ENDING 12/31/2025."** A roll-call vote was taken: Hohenstein – yes, Counts – yes, Wilson – No, Smith – yes, Graham – No, Coddington – yes, Melton – No. Motion carried (4-3).

REPORTS:

A. SUPERVISOR:

Supervisor Coddington gave a brief update on meeting with the code enforcement officer from the Sheriff's department and a meeting regarding Mugg & Bopps.

B. TREASURER:

Treasurer Hohenstein discussed the road chloride bid and price increases. He sought clarification from the Board regarding using Permazyme instead of chloride and the number of applications being utilized in the future. **MOTION** by Counts, **SECOND** by Melton **"TO APPROVE THE BID FROM CHLORIDE SOLUTIONS AS PRESENTED WITH THE EXCEPTION OF THE 15 DAY NOTICE SHOULD BE 30 DAYS NOTICE."** Discussion followed. Motion carried. He further discussed having a company mark the natural gas line to the Township hall regarding the septic line. In the process they noticed our filter was plugged and in the future the Township will have more regular septic tank checks. He indicated writing a letter to Comcast in support of them seeking a ROBIN Grant for the northwest corner of the Township.

C. CLERK:

Clerk Graham shared the information given at the 2023 Capital Conference. She also noted Deputy Clerk Guillen achieved her Michigan Professional Municipal Clerk designation by attending the Michigan

Association of Municipal Clerks Institute for three consecutive years and received her certificate. She discussed the challenges with getting bids to remove the cabinets from the election room to another part of the Township. Deputy Clerk Guillen explained everything being housed in one central location as the need for cabinet removal to make additional room for all election related equipment. There was discussion to move the cabinets to the basement. She further discussed additional needs for election equipment and budgeting. She requested approval from the Board regarding sending Deputy Clerk Guillen to the three day MAMC Annual Conference 2023 in Detroit. **MOTION** by Counts, **SECOND** by Melton, **"TO APPROVE SENDING THE DEPUTY CLERK TO THE 3 DAY MAMC ANNUAL CONFERENCE IN DETROIT AS PRESENTED."** Discussion followed. Motion carried.

D. ZONING:

(See Zoning Administrator Daus's prepared written report) Member Counts inquired about reporting.

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

Supervisor Coddington reported on the Fire Authority Meeting. He discussed the challenges with purchasing a new fire truck.

G. MHOG:

Trustee Counts discussed in detail reporting on two MHOG Meetings.

H. PLANNING COMMISSION:

Trustee Counts stated there was no Planning Commission Meeting in February.

I. ZONING BOARD OF APPEALS (ZBA):

Trustee Smith reported on the Zoning Meeting.

J. WWTP:

Nothing additional.

K. HAPRA

Clerk Graham indicated the report was in the packet.

L. PROPERTY COMMITTEE

Treasurer Hohenstein reported on the Property Committee. He explained the challenges with the lack of communication from Pineview Village HOA or Developer Furnari. He updated the Board regarding the Oak Grove Road parcels. He further explained the consistent challenges regarding the North Burkhart Road property and the easement. He discussed the obstacles associated with the easement and sought direction from the Board for a resolution.

CALL TO THE PUBLIC:

There were no comments.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

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

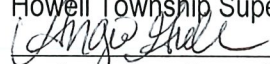
ADJOURNMENT: MOTION by Counts, **SECOND** by Hohenstein, **"TO ADJOURN."** Motion carried. The meeting was adjourned at 8:36pm.



Howell Township Clerk
Jean Graham



Mike Coddington
Howell Township Supervisor



Angie Guillen, Recording Secretary