

**HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

July 10, 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 12 people in the audience. All rose for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

July 10, 2023

MOTION by Counts, **SECOND** by Melton, **"TO APPROVE THE JULY 10, 2023 AGENDA AS PRESENTED."**
Discussion followed. Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

June 12, 2023

A) REGULAR BOARD MEETING MINUTES

MOTION by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE JUNE 12, 2023 REGULAR MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

CORRESPONDENCE:

No additions. No questions.

CALL TO THE PUBLIC:

John Bianchi addressed the Board regarding the gravel roads in Howell Township.

Marie Donley addressed the Board regarding the Brewer Road drainage issue.

UNFINISHED BUSINESS:

Brewer Road Drainage Issue

Treasurer Hohenstein indicated the report was in the Board packet. Discussion ensued. Working towards getting commitments on the agreement from the residents and then there will be an attempt to get bids. He indicated the intent for the bids would be to work with Ken from the Drain Commissioners office. Discussion followed.

NEW BUSINESS:

A. Planning Commission Appointment

Clerk Graham indicated a vacancy on the Planning Commission Board and there were four applicants who applied. Three of the four applicants were in attendance and fielded questions from the Board. **MOTION** by Wilson, **SECOND** by Melton, **"TO APPOINT ANDREW HAMM TO THE PLANNING COMMISSION AS PRESENTED."** A roll-call vote was taken: Wilson – yes, Hohenstein – no, Melton – yes, Smith – no, Graham - no, Counts – no, Coddington – no. Motion failed. (5-2) **MOTION** by Graham, **SECOND** by Smith, **"TO APPOINT ROBERT SPAULDING TO THE PLANNING COMMISSION AS PRESENTED."** A roll-call vote was taken: Hohenstein – yes, Melton – yes, Wilson – no, Smith – yes, Graham - yes, Coddington – yes, Counts – yes, Motion passed. (6-1) Discussion followed. Motion carried.

B. Rezoning Request for Parcel # 4706-20-400-009

Trustee Counts indicated this rezoning request came to the Planning Commission a couple months ago. The property owner wanted to rezone this parcel from MFR (Multi-Family Residential) to IFZ (Industrial Flex Zoning). There were various reasons the Planning Commission did not grant this rezoning request. The County Planning Board also recommended denying the request. The Planning Commission recommends we do not approve this rezoning given the findings that were in the Planners Report and it doesn't meet the Howell Township Master Plan that was implemented. **MOTION** by Counts, **SECOND** by Hohenstein, **"TO ACCEPT THE PLANNING COMMISSION RECOMMENDATION TO DENY REZONING REQUEST FROM MFR TO IFZ FOR PARCEL 4706-20-400-009 AS PRESENTED."** Discussion followed. Motion carried.

C. Special Use Permit for Fernco, Lenco, Norco, Dev. LTD

Trustee Counts indicated the applicant would like to put a storage facility called Pirates Cove behind Tanger Outlets. The applicant started the process before COVID and then came back to finalize it. The Planning Commission recommends approval of the special use permit contingent on the planner and engineers report. **MOTION** by Counts, **SECOND** by Hohenstein, **"TO ACCEPT THE PLANNING COMMISSION RECOMMENDATION FOR THE SPECIAL USE PERMIT FOR PARCEL 4706-29-200-023 AS PRESENTED."** Discussion followed. Motion carried.

D. Resignation for Clerk Graham from the Howell Township Board

Supervisor Coddington stated a copy of the resignation letter was in the board packet with Clerk Graham resigning effective August 4, 2023. **MOTION** by Wilson, **SECOND** by Hohenstein. **"TO ACCEPT THE RESIGNATION LETTER FROM CLERK GRAHAM FOR HOWELL TOWNSHIP AS PRESENTED."** Discussion followed. Motion carried.

E. Pioneer Cemetery Drainage Project

Trustee Wilson discussed the cemetery tile drainage project and raised some concerns of the procedures regarding the scope of work being done and the costs associated with the project. He inquired about major changes being done without the project being re-bid. Extensive discussion ensued. The consensus was to meet with Spicer Engineer, Bowman Excavating and Township staff to discuss and find a resolution to bring back to the next Board meeting.

F. Pioneer Cemetery Lawn

Trustee Wilson discussed the cemetery lawn and lack of maintenance and referred to the pictures included in the Board packet. **MOTION** by Wilson, **SECOND** by Melton, **"TO PUT THE CEMETERY MOWING BACK ON THE TOWNSHIP MASTER LIST AND PUT THE MOWING OUT TO BID, IF NO CONTRACT EXISTS. IF CONTRACT EXISTS THEN WE WILL PUT IT OUT TO BID IN THE SPRING."** A roll-call vote was taken: Graham – no, Smith – no, Counts – no, Coddington – yes, Hohenstein – yes, Melton – yes, Wilson – yes. Motion passed. (4-3) Discussion followed. Motion carried.

G. Ordinance Violations

Trustee Wilson indicated a resident is pumping his sump pump water out into the street and it is destroying the road. This is a safety violation and a public nuisance. **MOTION** by Wilson, **"TO CREATE AN ORDINANCE TO STATE YOU CAN'T DESTROY THE ROADWAY AS PRESENTED."** There was no second to the motion. The consensus was to re-evaluate the complaint and have the Township Attorney work with the Zoning Administrator for a resolution. Discussion followed. Motion failed. Mr. Wilson also indicated he still has 125 tires stacked along the back of his fence and reviewed the discussion he had with the Township Supervisor about having that resolved. The Supervisor stated he will follow up with the Zoning Administrator.

10. **CALL TO THE PUBLIC:**

John Mills addressed the Board regarding the Oceola Township Supervisor retiring. He indicated having a discussion with his Attorney and asked him to resolve the issue regarding disc golf on his parcel. He further indicated the correct zoning on his parcel and the challenges associated with the Zoning Administrator and addressed the water table issue with the Township cemetery project.

Marie Donley addressed the Board regarding the cemetery water issue and lawn maintenance. She asked for clarification on the process on the Brewer Road drainage issue.

11. Closed Session – Attorney Client Privilege

MOTION Hohenstein, **SECOND** by Smith, **"TO GO INTO CLOSED SESSION TO DISCUSS MATERIAL EXEMPT FROM DISCLOSURE BY STATE AND FEDERAL LAW AND SUBJECT TO ATTORNEY CLIENT PRIVILEGE."** A roll call vote was taken: Melton – yes, Coddington – yes, Graham – yes, Smith – yes, Wilson – yes, Counts – yes, Hohenstein – yes. Discussion followed. Motion carried.

Howell Township Board meeting is back in session

REPORTS:

A. SUPERVISOR:

Supervisor Coddington indicated everything has been covered.

B. TREASURER:

Treasurer Hohenstein indicated MiSignal submitted transfer paperwork for the Metro Act. He explained the difference between the Metro Act permit and the agreement the Township has with them to run lines in the Township.

C. CLERK:

Clerk Graham indicated everything has been covered.

D. ZONING:

(See Zoning Administrator Daus's prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

Supervisor Coddington gave updates to nominations for the Fire Authority. He was nominated to be the Chair of the Fire Authority and indicated the Vice Chair nomination went to Shawn Dunleavy. They approved the sale of the replaced vehicles and they were sent to auction. They approved two new hires that were within the budget. As of July 1, 2023 they have a fire station that is manned 24 hours a day with three firefighters. They approved the purchase of new accounting software. He further discussed an approval to appoint Treasurer Hohenstein as a Fire Authority alternate. **MOTION** by Counts, **SECOND** by Smith. **"TO APPROVE TREASURER HOHENSTEIN AS THE FIRE AUTHORITY ALTERNATE."** Discussion followed. Motion carried.

G. MHOG:

Supervisor Coddington reported on the MHOG meeting.

H. PLANNING COMMISSION:

Trustee Counts indicated the items on the agenda were already reported on.

I. ZONING BOARD OF APPEALS (ZBA):

Trustee Smith reported on the Zoning Board of Appeals Meeting.

J. WWTP:

(See Treasurer Hohenstein's prepared written report)

K. HAPRA

(See Trustee Melton's prepared written report)

L. PROPERTY COMMITTEE

Treasurer Hohenstein indicated there was an offer on the Oak Grove Road parcels No. 4706-25-200-046 & 4706-25-200-047 He stated the offer is for \$250,000.00 along with special assessment costs being paid off at closing. The Property Committee recommends approval. **MOTION** by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE RECOMMENDATION FROM THE COMMITTEE AND ACCEPT THE OFFER FROM RUSSELL AND MONIQUE SPRINGBORN AS PRESENTED."** Discussion followed. Motion carried. Treasurer Hohenstein indicated the Resolution No. 07.23.527 was included to close on the property. **MOTION** by Hohenstein, **SECOND** by Counts, **"TO APPROVE RESOLUTION 07.23.527 TO AUTHORIZE THE SALE OF THE PROPERTY AS PRESENTED."** A roll-call vote was taken: Coddington – yes, Counts – yes, Wilson – yes, Graham – yes, Hohenstein – yes, Melton – yes, Smith - yes. Discussion followed. Motion carried. (7-0)

M. P & R COMMITTEE

Treasurer Hohenstein indicated the Spark grant was submitted on time and there was a kick-off meeting with the planner regarding the Park and Recreation Master Plan.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

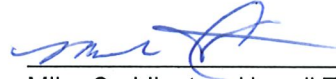
MOTION by Hohenstein, **SECOND** by Melton, **"TO APPROVE THE REGULAR DISBURSEMENTS AS PRESENTED, ALSO ANY NORMAL AND CUSTOMARY PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

Supervisor Coddington thanked Clerk Graham for her service at Howell Township.

ADJOURNMENT: **MOTION** by Counts, **SECOND** by Smith, **"TO ADJOURN."** Motion carried. The meeting was adjourned at 8:38pm.

Resigned 8.4.23

Jean Graham, Howell Township Clerk



Mike Coddington, Howell Township Supervisor

Term Ended 8.4.23

Angie Guillen, Recording Secretary