

**HOWELL TOWNSHIP BOARD REGULAR MEETING**  
**August 8, 2016**  
**Howell Township Hall**  
**6:30. p.m.**

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Carolyn Eaton	Clerk/Zoning Administrator
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Dar Howard	Trustee
Lois Kanninen	Trustee
Michael Tipton	Trustee

**MEMBERS ABSENT:**

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. All rose for the Pledge of Allegiance.

**CALL TO THE BOARD: MOTION** by Counts, seconded by Howard, **“TO APPROVE THE AUGUST 8, 2016 AGENDA AS PRESENTED.”** Motion carried.

**APPROVAL OF MINUTES: MOTION** by Hohenstein, seconded by Howard, **“TO APPROVE THE JULY 11, 2016 MEETING MINUTES AS CORRECTED.”** Motion carried. (See July 11, 2016 Meeting Minutes)

**CORRESPONDENCE:**

See list.

**CALL TO THE PUBLIC:**

Marisa Cassar, 2091 Oak Grove Rd. described issues she is having with a neighbor lighting off fireworks late at night. She would like the Township to adopt a Fireworks Ordinance that would limit when residents are permitted to light fireworks. The board explained that even if the Township were to adopt a Fireworks Ordinance there isn't anyone to enforce it. The Township does not have the staff who could go out late at night and try to catch the person lighting the fireworks. You cannot ticket someone on the hear-say of another person. You would have to catch them in the act. The board did agree to look into what other municipalities are doing.

Sharri Wirt, 2199 Oak Grove Rd. conveyed her wishes also on adopting a Fireworks Ordinance.

**UNFINISHED BUSINESS:**

- A. PUBLIC HEARING, TRIBAR INDUSTRIAL FACILITIES ABATEMENT RESOLUTION – **MOTION** by Eaton, seconded by Howard, **“TO OPEN THE PUBLIC HEARING FOR TRIBAR INDUSTRIAL FACILITIES ABATEMENT AT 6:44 P.M.”** Motion carried. Fred Dillingham from Livingston Business Development Associates, Inc. (LBDA) gave a synopsis of the new 32,500 square foot addition to Tribar that will be used as warehousing space to allow for growth of manufacturing operations, the current amount of employees and the probable new employees the addition will create. The amount for the Real Property IFT is \$1,470,074.00. **MOTION** by Howard, seconded by Hohenstein, **“TO CLOSE THE PUBLIC HEARING FOR TRIBAR INDUSTRIAL FACILITIES ABATEMENT AT 6:58 P.M.”** Motion carried.

**MOTION** by Hohenstein, seconded by Howard, **“TO DEVIATE TO ITEM 8B WHILE THE CLERK/ZONING ADMINSTRATOR EATON LEFT THE MEETNIG TO COLLECT NEEDED PAPERWORK.”** Motion carried.

- B. WWTP, VECOR LINE JETTING – treasurer Hohenstein explained a request made by the WWTP manager for acquiring a budget for annual maintenance to the lift stations. Discussion followed. It was the consensus of the board to continue doing the jetting only as needed.

Clerk/Zoning Administrator Eaton returned to the meeting. **MOTION** by Hohenstein, seconded by Counts, **“TO RETURN TO THE ITEM 8A.”** Motion carried. **MOTION** by Eaton, seconded by Howard, **“TO APPROVE RESOLUTION 08.16.410 TRIBAR MANUFACTURING, LLC FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE (IFT) FOR REAL PROPERTY, WITH THE CORRECTIONS AS DISCUSSED.”** Discussion followed. A roll-call vote was taken: Kanninen – yes, Hohenstein – yes, Tipton – yes, Counts – yes, Eaton – yes, Howard – yes, Coddington – yes. Motion carried, 7 to 0.

- C. SEVERN TRENT, MAINTENANCE ALLOTMENT – A request has been made by the plant manager to set a maintenance allowance for repairs on equipment and perform maintenance tasks. Discussion followed. It was the consensus of the board that things are running well and to continue operating in the way is being done at the present time.

#### **NEW BUSINESS:**

- A. BREWER ROAD, BOSS ENGINEERING PROPOSAL – The Brewer Meadows Site Plan has expired. The planning Commission approved to extend the Preliminary PUD approval for one (1) year. Discussion followed. No further action was taken.
- B. WATER TAP FEES – Supervisor Coddington explained MHOG will be charging and collecting from the Township, \$3,500.00 for each new water tap-in fee, starting January 1, 2017. The Township will need to recoup that amount in order to make our bond payments. The new rate will be determined by taking half of the \$3,500.00 (\$1,750.00) and adding it to our current fee of \$4830.00 making the new rate \$6,580.00 as of January 1<sup>st</sup>. **MOTION** by Eaton, seconded by Hohenstein, **“TO APPROVE THE SYSTEM EQUITY FEE INCREASE TO \$6,580.00 EACH, FOR WATER AND SEWER TAP-IN FEES, TO RECAPTURE THE NEW MHOG FEE STARTING JANUARY 1, 2017.”** Discussion followed. Motion carried.
- C. HUMAN RESOURCE UPDATE – Clerk/Zoning Administrator Eaton explained the recommendations from the Human Resource Committee of the duties and hourly rates for the current staff members. **MOTION** by Hohenstein, seconded by Counts, **“TO ACCEPT THE RECOMMENDATIONS FROM THE HUMAN RESOURCE COMMITTEE.”** Discussion followed. Motion carried. Starting as of August 30, 2016 the Accounting Clerk position will be taken over by Johanna Breece. **MOTION** by Eaton, seconded by Hohenstein, **“TO APPOINT DEBBY JOHNSON AS CEMETERY SEXTON.”** Discussion followed. Motion carried.
- D. PLANNING COMMISSION APPOINTMENT – Peter Manwiller, who has a master’s degree in civil engineering, has applied for the Planning Commission. Sarah Tinsley also applied for the Planning Commission. **MOTION** by Eaton, seconded by Hohenstein, **“TO APPOINT PETER MANWILLER TO THE PLANNING COMMISSION AND TO APPOINT SARAH TINSLEY TO THE ZONING BOARD OF APPEALS (ZBA) UPON HER ACCEPTANCE.”** Discussion followed. Motion carried.
- E. PINEVIEW VILLAGE, SALE OF PROPERTY SIGNER – Clerk/Zoning Administrator Eaton presented the resolution for approving the property sale and signer for, Township owned properties in Pineview Villages. There needs to be signers for the agreement. **MOTION** by Eaton, seconded by Howard, **“TO APPROVE RESOLUTION # 08.16.411, APPROVING PROPERTY SALE AND SIGNER FOR THE**

**PINEVEIW VILLAGE, TOWNSHIP OWNED PROPERTIES AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Counts – yes, Eaton – yes, Coddington – yes, Tipton – yes, Howard – yes, Hohenstein – yes, Kannainen – yes. Motion carried 7 to 0.

- F. 2016 MASTER PLAN, PLANNING COMMISSION RECOMMENDATION AND APPROVAL TO DISTRIBUTE – Clerk/Zoning Administrator Eaton explained the timeline for approval to update the 2016 Howell Township Master Plan. The Planning Commission has approved and is recommending to the township board for distribution.

**REPORTS:**

- A. SUPERVISOR:  
(Coddington)
- No report
- B. TREASURER:  
(Hohenstein)
- Received bill for our share of the project on Allen Road with Cohoctah Township, which came under budget.
  - Finished work on Crandall Road from Warner Road to Marr Road.
  - Suggested to do entire projects in one year rather than spreading out between two years.
  - Possible future road projects.
- C. CLERK/ZONING:  
(Eaton)
- See reports
  - Discussion on Lucy Resources' fence plan.
  - We had a successful election with no problems.
  - The removal of the food court at Tanger Outlet. It is now a park setting.
  - Property next to Lucy Resources possible future Charter School.
- D. ASSESSING:  
• See report.
- E. AIRPORT:  
(Tipton)
- There is a possibility that there will be renters in the old terminal.
  - Shredding and Red Barrel Day went well but participation was lower than expected. The Township hall basement was cleaned out of expired retention documents. Thanks volunteers.
  - Discussion on website. (see website report)
- F. FIRE AUTHORITY:  
(Coddington)
- The language for the mileage for the November Election past.

G. MHOG:

(Howard)

- Explained the usage for the month. July being the largest use month.
- MHOG has their own truck for jetting.
- Care of the water tower.

H. PLANNING COMMISSION:

(Counts)

- Planning Commission approved the draft for the board's approval for distribution.

I. ZONING BOARD OF APPEALS:

(Kanniainen)

- No meeting in July. Next meeting is the August 5<sup>th</sup>.

J. WEBSITE:

(Counts)

- Website is going well.
- Discussion on having a link so that interested residents could be placed on a list to have an email sent to them of any Township alerts or updates.

K. WWTP:

(Coddington)

- See early discussion. (Item Unfinished Business, WWTP)

L. HAPRA:

(Kanniainen)

- New staff
- Ballot Presentation
- Melon Fest

**CALL TO PUBLIC:**

No response.

**DISBURSEMENTS REGULAR AND CHECK REGISTER:**

**MOTION** by Eaton, seconded by Hohenstein, **"TO APPROVE THE REGULAR DISBURSEMENTS THROUGH AUGUST 8, 2016 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Motion carried unanimously

**ADJOURNMENT:** **MOTION** by, Howard, seconded by Counts, **"TO ADJOURN."** Motion carried. The meeting adjourned 8:25 p.m.

Approved: \_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_  
Carolyn Eaton  
Howell Township Clerk

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

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

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

\_\_\_\_\_  
Mike Coddington

Howell Twp. Board Meeting 08/08/2016

Dated \_\_\_\_\_

Howell Township Supervisor

Signed: \_\_\_\_\_

Debby Johnson  
Recording Secretary