

**HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES**

3525 Byron Road Howell, MI 48855

February 10, 2025

6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Sue Daus	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Tim Boal	Trustee
Shane Fagan	Trustee
Bob Wilson	Trustee

MEMBERS ABSENT:

Also in Attendance:

5 people signed in.

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

CALL TO THE BOARD:

None

APPROVAL OF THE AGENDA:

February 10, 2025

Motion by Counts, **Second** by Hohenstein, **“To approve the agenda.”** Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

January 13, 2025

REGULAR BOARD MEETING MINUTES

Motion by Hohenstein, **Second** by Boal, **“To accept the minutes from January 13th as presented.”**

Motion carried. 1 dissent.

CALL TO THE PUBLIC:

No response from the public

UNFINISHED BUSINESS:

- A. Howell-Mason LLC v. Howell Township
Treasurer Hohenstein stated that the court documents for Howell Mason LLC v Howell Township were added to the packet for the Board’s review.

- B. Storage Container Ordinance
Treasurer Hohenstein gave a brief overview of the storage container ordinance which included additional language that was previously requested by the Board. **Motion** by Hohenstein, **Second** by

Counts, **“To accept the Zoning Ordinance amendments to allow portable storage containers and cargo containers and to include the Township Planner’s draft language for the duration of portable storage containers as presented.”** Motion carried. 1 dissent.

NEW BUSINESS

- A. Financial Audit – Gabridge & Company, PLC
Joe Verlin from Gabridge and Company, PLC gave an overview of the 2023-2024 Township audit and stated that Howell Township is in a healthy financial condition. Discussion followed.
- B. Financial Report
Deputy Supervisor Kilpela gave an overview of the current Township budget ending January 31, 2025, discussed the Township cash flow and answered questions from the Board. **Motion** by Counts, **Second** by Fagan **“To make budget amendments to the engineering contracted services expenses from \$10,000 to \$15,000.”** Motion carried. Discussion followed.
- C. TextMyGov
Deputy Supervisor Kilpela shared a video presentation on the services that are available through TextMyGov. The consensus of the Board was to obtain more quotes before moving forward with a decision.
- D. Wellhead Protection Ordinance
Treasurer Hohenstein gave a brief overview of the Wellhead Protection Ordinance. **Motion** by Hohenstein, **Second** by Boal, **“To accept the Wellhead Protection Ordinance including the changes from the Director of MHOG, Greg Tataro, as presented.”** Motion carried. 2 dissents. Discussion followed.
- E. Sidewalk Easement
Treasurer Hohenstein spoke on the Oak Grove sidewalk easement. **Motion** by Counts, **Second** by Hohenstein, **“To accept a public sidewalk easement for 1907 Oak Grove Road, as presented.”** Motion carried. 2 dissents.
- F. Draft Lawn, Landscape and Snow Contracts
Treasurer Hohenstein discussed the drafted contracts for lawn, landscape and snow services, and asked the Board for their recommendation of any changes that they would like to be made to the drafted contracts before the contracts are put out to bid. Discussion followed.
- G. Township Planner – Contract Renewal
Treasurer Hohenstein spoke on the 3-year contract renewal for the Township Planner. The consensus of the Board was to send out the contract for additional bids. Discussion followed.
- H. Township Social Media Policy
Treasurer Hohenstein spoke on the drafted social media policy. **Motion** by Counts, **Second** by Hohenstein, **“To approve the Howell Township Social Media Policy as presented.”** Motion carried. 1 dissent.

- I. Road Chloride Bid
Treasurer Hohenstein presented to the Board a quote from Chloride Solutions LLC for dust control. **Motion** by Counts, **Second** by Boal, **“To approve Chloride Solutions dust control quote as presented.”** Discussion followed. Motion carried.

- J. Spring and Fall Clean-Up Day Approvals
Treasurer Hohenstein reported on Deputy Treasurer Murrish’s summaries for spring clean-up day and fall clean-up day. It was the consensus of the Board to approve the cost for spring clean-up, and to keep the tire disposal prices as it has been in the past. **Motion** by Counts, **Second** by Boal, **“To approve fall clean-up day on Saturday, September 13th as presented.”** Discussion followed. Motion carried. 2 dissents.

CALL TO THE PUBLIC:

John Mills, 1750 Oak Grove Rd.: Spoke about property taxes, Oak Grove sidewalk easement, and Township legal fees.

Jonathan Black, 10500 N. Antcliff Rd.: Inquired on where he could sign up for the Spring and Fall clean-up events

REPORTS:

- A. SUPERVISOR:
No report

- B. TREASURER: Treasurer Hohenstein reported that the Treasurer's department is busy processing tax payments. See the board packet for reports.

- C. CLERK: Clerk Daus reported that the Clerk’s department had a successful Early Voting State audit

- D. ZONING:
See Zoning Administrator Hohenstein’s report

- E. ASSESSING:
See Assessor Kilpela’s report

- F. FIRE AUTHORITY:
Supervisor Coddington reported on Fire Authority

- G. MHOG:
Trustee Counts reported on MHOG

- H. PLANNING COMMISSION:
Trustee Boal reported on Planning Commission

- I. ZONING BOARD OF APPEALS (ZBA):
Trustee Counts reported on ZBA

J. WWTP:

Treasurer Hohenstein gave an overview on Wastewater Treatment Plant and noted that Board action is needed to decide on Hatch Stamping's request for a grinder pump to be installed. **Motion** by Hohenstein, **Second** by Counts, **"To accept the Wastewater Treatment Plant Committee's recommendation to deny Hatch's, and the owner's, request that the Township install the grinder pump at the Township's expense."** Motion carried.

K. HAPRA:

See report

L. PROPERTY COMMITTEE:

No report

M. PARK & RECREATION COMMITTEE: Treasurer Hohenstein informed the Board that the reports are back for phase one of the environmental study and they will be made public soon.

N. Shiawassee River Committee:

Supervisor Coddington reported on Shiawassee River Committee

DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:

Motion by Hohenstein, **Second** by Daus, **"To accept the disbursements as presented and any normal and customary payments for the month."** Motion carried.

ADJOURNMENT: **Motion** by Counts, **Second** by Boal, **"To adjourn"** Motion carried. The meeting was adjourned at 9:02 pm.



Sue Daus, Howell Township Clerk



Mike Coddington, Howell Township Supervisor



Tanya Davidson, Recording Secretary