

**HOWELL TOWNSHIP BOARD REGULAR MEETING**

**February 13, 2017**

**Howell Township Hall**

**6:30. p.m.**

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Jonathan Hohenstein	Treasurer
Jean Graham	Clerk
Matthew Counts	Trustee
Carolyn Eaton	Trustee
Dar Howard	Trustee
Harold Melton	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 Howard, seconded by Counts, **“TO APPROVE THE FEBRUARY 13, 2017 AGENDA AS AMENDED: ADD ITEM 9G, HUMAN RESOURCE RECOMMENDATION.”** Motion carried.

**APPROVAL OF MINUTES:**

**MOTION** by Hohenstein, seconded by Howard, **“TO APPROVE THE JANUARY 9, 2017 REGULAR MEETING MINUTES AS CORRECTED: UNDER 9B ROAD IMPROVEMENTS, LINE 4, CHANGE THE WORD COMMISSIONER TO COMMISSION.”** Motion carried. (See January 9, 2017 Meeting Minutes) **MOTION** by Hohenstein, seconded by Graham, **“TO APPROVE THE JANUARY 9, 2017 CLOSED SESSION MEETING MINUTES AS PRESENTED.”** Motion carried.

**CORRESPONDENCE:**

See List.

**CALL TO THE PUBLIC:**

George Hillman of 3730 Bowen Road stated his concerns about the \$50.10 Sewer Debt Fee he is paying every quarter. He wanted to know why some residents pay this and others do not. (If the resident is hooked up to the system, that fee is configured into their bill. If the resident is 200 feet back or they opted out, they are not required to pay this fee.)

Joe Hay of 3379 Warner Road asked about the Sewer going across Warner Rd. (Discussion will take place on the subject later in the meeting.)

**UNFINISHED BUSINESS:**

- A. ANNUAL FINANCIAL REPORT – Neil Hammerbacher of Gabridge & Company gave a synopsis of the Annual Financial Report Year Ended June 30, 2016. See report. **MOTION** by Graham, seconded by Melton, **“TO ACCEPT THE AUDIT REPORT AS PRESENTED.”** Discussion followed. Motion carried.
- B. SPRING CLEAN-UP DAY – Clerk Graham informed the Board that since the prior coordinator is no longer on the Board, Deputy Treasurer Carol Makushik and Deputy Clerk Debby Johnson and herself will coordinate the event which is to be held on May 20, 2017. Updates will come with the next Township Board Meetings.
- C. ROADS – Treasurer Hohenstein reported on the list of potential gravel road improvement projects for 2017. Discussion followed. **MOTION** by Counts, seconded by Eaton, **“TO APPROVE BIDS FOR THE**

**FOLLOWING ROADS: 1) BOWEN ROAD FROM BUKHART TO TOOLEY 2) MILETT ROAD FROM TRUHN EAST TO PAVEMENT 3) TOOLEY ROAD FROM BOWEN SOUTH TO PAVING 4) WARNER ROAD FROM BURKHART TO TOOLEY 5) AND CONTINGENT UPON ARGEEMENT WITH OCEOLA TOWNSHIP AT COST SHARING OF 50% EACH, FISHER ROAD FROM CLYDE TO ALLEN.”**  
Discussion followed. Motion carried.

**NEW BUSINESS:**

- A. LITTLE FREE LIBRARY – Resident Alexander Hansen has requested the Township to purchase, construct and install a Little Free Library on the Township property. The concept is a small wooden box of books and anyone is allowed to take a book or bring a book to share. This is a way to increase the access to books for readers of all ages. Kits not including the books, range from \$200.00 – to \$400.00. Discussion followed. It was the consensus of the Board to see if there is a cheaper method of constructing one of these Little Free Library, perhaps through a service project.
- B. CASH FLOW USING BUDGET REVENUE SPREADSHEET – For information only, a spreadsheet was issued showing the Cash Flow.
- C. SPEED STUDY – The Township had requested speed studies from MDOT several months ago. As a result, there will be changes to speed limits along M-59 and Grand River that will go into effect sometime in the spring. At this time the decision has not yet been reached for a Left Turn Arrow/Light at the corner of M-59 and Oak Grove.
- D. WASTEWATER TREATMENT MONTHLY STATUS – Treasurer Hohenstein stated that the plant is running well. Jerry Livernois from Severn Trent stated they might have someone who can build the barge that is needed at the Wastewater Treatment Plant.
- E. PROPOSAL FOR PREPARATION OF ASSET EVALUATION REPORT – Jerry Livernois from Severn Trent gave a Proposal for “Preparation of an Asset Evaluation Report”. This report will be a resource in helping the Township make informed decision regarding equipment repairs, replacements and financial planning. **MOTION** by Hohenstein, seconded by Graham, **“TO ACCEPT THE PROPOSAL FOR PREPARATION OF AN ASSET EVALUATION REPORT AT \$9,000.00 AS PRESENTED.”** Discussion followed. Motion carried 6 to 1.
- F. MARIJUANA ORDINANCE – Clerk Graham stated the Township is getting several pieces of information about “New Medical Marijuana Laws”. The Planning Commission is also getting request about what the Township allows. Discussion followed. **MOTION** by Howard, seconded by Melton, **“TO TAKE NO ACTION TO CREATE A MEDICAL MARIJUANA ORDINANCE AT THIS TIME.”** Motion carried.
- G. HUMAN RESOURCE COMMITTEE RECOMMENDTION – The Human Resource Committee terminated the Accounting Clerk on January 23, 2017. Those duties are now being performed by the Clerk and the previous Accounting Clerk who is now the Assessor. Taking on these additional duties it is the recommendation of the Human Resource Committee to split the Accounting Clerk Salary between the Clerk and the Assessor. Discussion followed. It was the consensus that both positions will go forward with the duties and that this issue be brought back to the Board after the MTA has been contacted to determine the wording of the resolution for the Clerk and to have a separate agreement for the Assessor/Accounting position and that the pay for each will be retro-active back to January 23, 2017.

**REPORTS:**

A. SUPERVISOR:  
(Coddington)

- Michael Furnari of Brewer Road Howell, LLC is asking for a 12 month extension on paying the \$400,000.00 payment towards the paving project on Brewer Road in conjunction with the Brewer Meadows. **MOTION** by Howard, seconded by Graham, **“TO ENTER INTO AGREEMENT WITH MICHAEL FURNARI BREWER ROAD HOWELL LLC, TO EXTEND THE COST SHARING ON PAVEMENT FOR (1) ONE YEAR PER BREWER MEADOWS PROJECT.”** Discussion followed. Motion carried.
- Discussed on how to connect 3 parcels to the Sewer System on Warner Road. **MOTION** by Howard, seconded by Counts, **“TO GO AHEAD WITH THE ENGINEERING ON THE WARNER ROAD PROJECT.”** Discussion followed. Motion carried.

B. TREASURER:  
(Hohenstein)

- Currently at 86% collection of the 2016 Winter Tax.
- Discussed previous practice of holding back properties from the County on charge backs. This year the Township will not hold back any properties.

C. CLERK:  
(Graham)

- Received a request for the use of the gazebo in October. There are a few issues with the gazebo. 1) Need to post rules and regulations on the use of the gazebo. 2) How safe is the gazebo floor? 3) Do we want to charge rental fees? The Township will have someone look at the gazebo to see what is in need of repair.
- Clerk and Deputy Clerk will be going to two Election Vendor Fairs to look at the 3 vendors the State has approved for the new election equipment that is mandated to be updated this year.

D. ZONING:  
(Prepared by Daus)

- See Land Use Permit Listing.

E. ASSESSING:  
(Prepared by Assessor Kilpela)

- See report.

F. FIRE AUTHORITY:  
(Coddington)

- Reported on accident with Engine 23.
- Reported on Retiree Health Fund.
- Expansion of Main Station.

G. MHOG:  
(Howard)

- Reported on MHOG Budget.
- Still trying to require land for the Marion Cross County Line.

H. PLANNING COMMISSION:

(Counts)

- See January Planning Commission Minutes.
- Marijuana Laws is becoming a major topic.
- Public Hearing at the February Planning Commission Meeting for proposed rezoning on a parcel on Burkhart Road near Mason Road from NSC to MFR.

I. ZONING BOARD OF APPEALS (ZBA):

(Howard)

- Approved variance for sign for Weathervane HTG Joseph Perrone on Highland Road.

J. WEBSITE:

(Counts)

- No report

K. WWTP:

(Hohenstein)

- No report.

L. HAPRA:

(Graham)

- New Youth Center is open. They received a \$25,000.00 grant from Kellogg Family Foundation for technical purposes.

**CALL TO PUBLIC:**

Adam Dale, 3707 Westcott – had a question about audits and the Waste Water Treatment Plant. Also was pleased about the stance the Board took on the Marijuana Ordinance. Wanted to know who funds the Fire Authority Health Fund.

John Dinsmore from Lee & Associates – Commented that the potential buyer for 1907 Oak Grove is eagerly waiting for an answer of acceptance on submitted bid. (The Board will discuss in Closed Session.)

**CLOSED SESSION:**

**MOTION** by Howard, seconded by Hohenstein, **“TO ENTER INTO PROPERTY SALE NEGOTIATIONS CLOSED SESSION AT 8:33 P.M.”**. A roll-call vote was taken: Howard – yes, Melton – yes, Hohenstein – yes, Graham – yes, Eaton – yes, Counts – yes, Coddington – yes. Motion carried 7 to 0.

**PROPERTY SALE RESOLUTION:**

**MOTION** by Counts, seconded by Graham, **“TO ACCEPT THE PURCHASE OFFER AS PRESENTED IN CLOSED SESSION, RESOLUTION #02.17.423.”** Discussion followed. Motion carried.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Eaton, seconded by Hohenstein, **“TO APPROVE THE REGULAR DISBURSEMENTS THROUGH FEBRUARY 8, 2017 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carried.

**ADJOURNMENT:** **MOTION** by Howard, seconded by Hohenstein, **“TO ADJOURN.”** Motion carried. The meeting adjourned 8:45 p.m.

Approved:       X      

As Presented:       X      

As Amended:                   

As Corrected:                   

Dated   04.10.2017  

Signed:                               

    Debby Johnson,  
    Recording Secretary

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Jean Graham  
Howell Township Clerk

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Mike Coddington  
Howell Township Supervisor