

HOWELL TOWNSHIP BOARD REGULAR MEETING

MINUTES

Howell Township Hall

May 8, 2017

6:30. p.m.

MEMBERS PRESENT:

Mike Coddington Supervisor
Jonathan Hohenstein Treasurer
Matthew Counts Trustee
Carolyn Eaton Trustee
Dar Howard Trustee
Harold Melton Trustee

MEMBERS ABSENT:

Jean Graham Clerk

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

APPROVAL OF THE AGENDA:

MOTION by Hohenstein, seconded by Howard, **“TO APPROVE THE MAY 8, 2017 AGENDA AS PRESENTED.”** Motion carried.

APPROVAL OF MINUTES:

MOTION by Howard, seconded by Hohenstein, **“TO APPROVE THE APRIL 10, 2017 REGULAR MEETING MINUTES AS CORRECTED: UNDER REPORTS, ITEM K, WWTP - CHANGE THE WORD PORTABLE TO POTABLE.”** Motion carried. (See April 10, 2017 Meeting Minutes) **MOTION** by Hohenstein, seconded by Harold, **“TO APPROVE THE APRIL 10, 2017 CLOSED SESSION MEETING MINUTES AS PRESENTED.”** Motion carried.

CORRESPONDENCE:

See List.

CALL TO THE PUBLIC:

No response.

UNFINISHED BUSINESS:

- A. HAPRA, AMENDED ARTICLES OF INCORPORATION – Paul Rogers from the Howell Area Parks & Recreation Authority presented a Howell Township Registered Patrons chart showing the increase of resident’s participation, since 2012, with the breakdown by age and a Transaction Comparison chart showing what programs they are participating in. He also presented the “HAPRA Articles of Incorporation”, with their suggested changes. He would like input from the Board about these changes. He is requesting, Howell Township to consider becoming a full “participating municipality” of HAPRA. In 2016 the Township’s financial contribution was at the half level which did not give Howell Township a voting member on the HAPRA Board. To participate in any programs, residents paid the membership rate (one half of participation fee) plus 20% and each household could receive 1 Park Pass. If the Township becomes a full member, they will then have one voting member on the HAPRA, the residents will pay one half of the participation fee for any HAPRA programs and each household may receive 2 Park Passes. Suggested changes the Board would like to see in the “Articles of Incorporation Howell Area Parks and Recreation Authority”, 1) the rate of full “participation municipality” to be \$100,000.00 and 2) if a municipality would like to withdrawal, it could do so with a (6) six month notice instead of (12) twelve month notice. Mr. Rogers will take this back to the HAPRA for finally changes and then bring back to the Township Board.

- B. CHESTNUT DEVELOPMENT, PARCEL 4706-32-400-012, FILE #01.17.01, REZONING FROM NSC TO MFR – Brent LaVanway from Boss Engineering representing Steve Gronow from Chestnut Development is requesting a rezoning for a 17 acre parcel, #4706-32-400-012, located at the northwest corner of Burkhart and Mason Roads, excluding the Angelo's Party Store, from (NSC) Neighborhood Service Commercial to (MFR) Multi Family Residential. The rezoning request has been to the Township Planning Commission and the County Commission and both commissions gave their approval of recommendation. The proposed project for the rezoned property is for lease, single story ranch units. Mr. LaVanway stated he believed it is a better use of the property and is consistent to the adjacent zonings. There is still sufficient commercial properties south of I-96. Supervisor Coddington took questions and statements from the Board. Mr. Gronow also commented on the market for this type of developments. The traffic flow for that area was also discussed. **MOTION** by Eaton, seconded by Hohenstein, **"TO APPROVE THE REZONING OF PARCEL 4706-32-400-012, FILE #01.17.01 FOR CHESTNUT DEVELOPMENT, FROM NEIGHBORHOOD SERVICE COMMERCIAL (NSC) TO MULTIPLY FAMILY RESIDENTIAL (MFR), EFFECTIVE (7) SEVEN DAYS AFTER PUBLICATION."** Discussion followed. **AMENDMENT TO THE MOTION** by Eaton, seconded by Hohenstein, **"TO APPROVE THE REZONING OF PARCEL 4706-32-400-012, FILE #01.17.01 FOR CHESTNUT DEVELOPMENT, FROM NEIGHBORHOOD SERVICE COMMERCIAL(NSC) TO MULTIPLY FAMILY RESIDENTIAL (MFR), WITH THE UNDERSTANDING ONLY SINGLE STORY UNITS WILL BE BUILT ON THE PROPERTY, EFFECTIVE (7) SEVEN DAYS AFTER PUBLICATION."** Discussion followed. A roll-call vote was taken: Eaton – yes, Hohenstein – yes, Melton – yes, Counts – yes, Howard – yes, Coddington – yes. Motion carried 6 to 0.
- C. RUSSELL CESAR & SANDRA SHARP, PARCEL 4706-32-200-011, FILE #03.17.02, REZONING FROM RSC TO SFR – Sandra Sharp who owns the property stated that the property has approximately 280 feet road frontage and is 250 feet deep. She stated that she has not been able to come up with a viable business for that site. She is a home builder. They would like to put up to four, approximately 1,600 sq. ft. homes that would be connecting to the water and sewer. Supervisor Coddington took questions and statements from the Board. **MOTION** by Eaton, seconded by Melton, **"TO APPROVE THE REZONING OF PARCEL 4706-32-200-011, FOR RUSSELL CESAR & SANDRA SHARP, FROM RESIDENTIAL SERVICE COMMERCIAL (RSC) TO SINGLE FAMILY RESIDENTIAL (SFR), EFFECTIVE (7) SEVEN DAYS AFTER PUBLICATION."** Discussion followed. Paul Chosid who owns Burkhart Ridge, asked how this rezoning will affect his setbacks on his property as far as the screening, berms and walls if he chooses to use his commercial property next to this parcel. Mr. Chosid did not attend the Public Hearing for this parcel. A roll-call vote was taken: Counts – yes, Coddington – yes, Melton – yes, Howard – yes, Hohenstein – yes, Eaton – yes. Motion carried 6 to 0.
- D. KENNELS, MODIFY ARTICLES II, IV, VI, VII, X, XI, XII, XIV – Trustee Counts shared that the modifications to Kennels has been back and forth between the Planning Commission and the Township Board several times. The Board wanted more distinction between a private kennel and a commercial kennel. Township Planner Montagno, has submitted his draft of modifications to Kennels that include: *Modify Article II Definitions, Section 2.02 Definitions. Modify Article IV AR Agricultural Residential District, Section 4.03 Permitted Principal Special Uses with Conditions, Section 4.04 Permitted Accessory Uses, and Section 4.05 Permitted Accessory uses with Conditions. Modify Article VI SFR Single Family Residential District, Section 6.04 Permitted Accessory Uses. Modify Article VII MFR Multiple Family Residential District, Section 7.04 Permitted Accessory Uses. Modify Article X RSC Regional Service Commercial District, Section 10.03 Permitted Principal Special Uses with Conditions. Modify Article XI HSC Highway Service Commercial District, Section 11.03 Permitted Principal Special Uses with Conditions. Modify Article XII HC Heavy Commercial District, Section 12.03 Permitted Principal Special Uses with Conditions. Modify XIV Supplemental Regulations, Section 14.42 Commercial Kennels.* Discussion on the difference between kennels and pets. April Hargraves who has

a boarding kennel (not in Howell Township) offered some ~~in-site~~ ^{in-sight} on her experience of kennels. Most commercial kennels are separated between boarding and breeding. She explained that commercial breeding kennels are for breeding dogs on a large scale and as a business. Commercial boarding kennels, board dogs for when owners go on vacation, or as a day care service for dogs. These types of kennels are usually in commercial zoned areas. Private kennels are for home owners who have more than 4 dogs. She has offered her guidance to help with setting regulations to the Kennels Ordinance. There was more discussion on the amount of dogs allowed, before requiring a Private Kennel. It was the consensus of the Board to send this back to the Planning Commission and if needed to have a joint session with the Planning Commission and the Township Board. **MOTION** by Counts, seconded by Howard, **“TO SEND THE KENNELS ORDINANCE BACK TO THE PLANNING COMMISSION TO 1) REVIEW THE AMENDMENTS TO THE PRIVATE KENNELS, DEFINITIONS, 2) REVIEW THE AGRICULTURAL RESIDENTIAL (AR) ZONING CLASSIFICATIONS AND 3) TO EVALUATE THE COUNTY REVIEW.”** Discussion followed. Motion carried.

- E. SPRING CLEAN-UP DAY – Deputy Clerk Johnson reported that the Township Clean-up Day is all planned and ready to go. It is Saturday, May 20th from 9:00 a.m. – 12:00 noon.
- F. NEW VOTING EQUIPMENT – Deputy Clerk Johnson reported that the County Clerk Hundley has selected Hart InterCivic as vendor to provide Livingston County election equipment. The new equipment rollout will take place in 2017 and early 2018 throughout Michigan depending on the municipality’s election cycle. Part of the voting system will be partially funded through the remaining HAVA funds. Discussion on the Township Election Coordinator’s likeability of the new equipment. **MOTION** by Hohenstein, seconded by Eaton, **“TO APPROVE RESOLUTION #05.17.426 AUTHORIZATION TO SIGN THE GRANT AGREEMENT FOR THE NEW VOTING EQUIPMENT.”** Discussion followed. A roll-call vote was taken: Coddington – yes, Counts – yes, Eaton – yes, Hohenstein – yes, Melton – yes, Howard – no. Motion carries 5 to 1.
- G. WARNER ROAD SEWER CROSSING – When the sewer originally was installed on the north side of Warner Road, the owner at the time was planning a development of three parcels on the south side, so no leads were placed crossing the road. That property now has three separate owners and now wish to have sanitary sewer service. Placing a manhole on the south side of the road and connecting it to the existing main, the property owners will be able to get sewer service. Two bids have been submitted from two contractors for the construction of 56’ of 8” sanitary sewer under Warner Road and one 48” manhole, TLS Construction at \$18,900.00 and Fonson, Inc. at \$32,200.00. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE BID FROM TLS CONSTRUCTION OF \$18,900.00 FOR THE WARNER ROAD SEWER CROSSING AS PRESENTED, CONTINGENT ON PROPERTY OWNERS APPROVAL OF EASEMENT RIGHTS.”** There was further discussion on the subject. Motion carried.

NEW BUSINESS:

- A. 2017/2018 BUDGET ADOPTION – The 2017/2018 Howell Township Budget was presented during the Budget Meeting prior to this meeting. **MOTION** by Counts, seconded by Eaton, **“TO ADOPT THE 2017/2018 HOWELL TOWNSHIP BUDGET AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Howard – yes, Melton – yes, Hohenstein – yes, Codington – yes, Counts – yes, Eaton – yes. Motion carries 6 to 0.
- B. GENERAL APPROPRIATIONS ACTS RESOLUTION – **MOTION** by Counts, seconded by Eaton, **“TO APPROVE RESOLUTION #05.17.427, ADOPTING THE HOWELL TOWNSHIP GENERAL APPROPRIATIONS ACT, MAY 8, 2017 AS PRESENTED.”** Discussion followed. A roll-call vote was

taken: Hohenstein – yes, Howard – yes, Counts – yes, Eaton – yes, Coddington – yes, Melton – yes. Motion carries 6 to 0.

- C. 2017 TAX LEVY – **MOTION** by Counts, seconded by Hohenstein, **“TO APPROVE RESOLUTION #05.17.428, HOWELL TOWNSHIP 2017 TAX LEVY.”** Discussion followed. A roll-call vote was taken: Counts – yes, Coddington – yes, Melton – yes, Hohenstein – yes, Howard – yes, Eaton – yes. Motion carries 6 to 0.
- D. LIFTING FRAME: Treasurer Hohenstein explained that WWTP Manager Livernois has several requests and issues regarding the WWTP. 1) Requesting to construct a lifting frame for the Micro Strainer at the WWTP. Discussion about its usage. The consensus of the Board is to have it researched if it is possible to have one constructed that is multi useable ^purpose^ and moveable and then bring this back to the Board. 2) Requesting to purchase a ferric chloride pump. Two pumps stopped working and one of the pumps was replaced and now would like to replace the seconded pump at the cost of \$2,500.00. **MOTION** by Howard, seconded by Counts, **“TO APPROVE THE PURCHASE OF A SECONDED FERRIC CHLORIDE PUMP AS PRESENTED.”** Discussion followed. Motion carried. 3) Would like Board approval for SFI services to repaint the Lab Cupboards at cost of \$1,500.00. **MOTION** by Howard, seconded by Counts, **“TO ACCEPT SFI SERVICES’ BID FOR CUPBOARD PAINTING IF USING EPOXY PAINT, IF NOT, THIS WILL BE BROUGHT BACK TO THE BOARD.”** Discussion followed. Motion carried. 4) Other issues: a) Would like to clean out the lift stations instead of jetting lines. He feels this is a better solution. b) Trying to figure out how to get the non-potable water system hookup to the MHOG water. c) HATCH is happy about the Trans West lift station. They may be expanding their plant. d) Is getting a quote for fixing the pontoon boat at the WWTP and a quote for a new one. e) It has been approved to replace doors at the WWTP so that it is secure.

REPORTS:

- A. SUPERVISOR:
(Coddington)
 - Stated been taking a lot of phone calls and doing follow-ups.
- B. TREASURER:
(Hohenstein)
 - Reported that the system for clearing checks is not working very well. The bank does have another product that will work better. **MOTION** by Hohenstein, seconded by Melton, **“TO APPROVE THE PURCHASE OF A NEW CHECK SCANNER AT THE COST OF \$600.00.”** Discussion followed. Motion carried.
- C. CLERK:
(Deputy Clerk Johnson)
 - Explained that Clerk Graham is absent as she is with her ailing mother in North Carolina.
 - The shredding company came and took approximately 135 boxes of past retention documents and will securely shred those documents. The Township now has secure shredding bins that will be picked up on a schedule that is yet to be determined.
 - Treasurer Hohenstein added that the basement shelves are now in order and it will be easier to pull the past retention boxes/files as they become available.
- D. ZONING:
(Prepared by Daus)

- See Land Use Permit Listing.
- E. ASSESSING:
(Prepared by Assessor Kilpela)
- See report.
- F. FIRE AUTHORITY:
(Coddington)
- Chief's update.
 - The expansion project is ready to take ^to^ the planning commission and city of Howell.
- G. MHOG:
(Howard)
- Status report on acquiring of the easements through the Marion Cross Country Project.
 - Approved pump repairs and transfer switches.
 - Won for the 3rd year in a row, "The Regional Best Tasting Water Award".
- H. PLANNING COMMISSION:
(Counts)
- No meeting.
- I. ZONING BOARD OF APPEALS (ZBA):
(Howard)
- No meeting
- J. WEBSITE:
(Counts)
- Will add note to the website indicating what days of the month Township meetings are on. There is a listing of upcoming scheduled dates already on the website.
 - Reported on website's comments from residents.
- K. WWTP:
(Hohenstein)
- See item under New Business D, Lifting Frame.
- L. HAPRA:
(Graham)
- No report.

CALL TO PUBLIC:

Alex Hansen from Amber Oaks stated that there will be some networking with Elected Officials at the Crystal Gardens, May 18th from 5-7:30 p.m.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Eaton, seconded by Howard, "TO APPROVE THE REGULAR DISBURSEMENTS THROUGH MAY 3, 2017 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH." Discussion followed. Motion carried.

ADJOURNMENT: MOTION by Hohenstein, seconded by Howard, **"TO ADJOURN."** Motion carried. The meeting adjourned 8:42 p.m.

Approved: X

Jean Graham
Howell Township Clerk

As Presented: _____

As Amended: _____

As Corrected: X

Mike Coddington
Howell Township Supervisor

Dated 06.12.2017

Signed: _____
Debby Johnson,
Recording Secretary