

HOWELL TOWNSHIP BOARD REGULAR MEETING

MINUTES

3525 Byron Road
Howell, MI 48855
November 12, 2018
6:30. p.m.

MEMBERS PRESENT:

Mike Coddington Supervisor
Jean Graham Clerk
Jonathan Hohenstein Treasurer
Dar Howard Trustee
Harold Melton Trustee

MEMBERS ABSENT:

Matthew Counts Trustee
Sally Newstead Trustee

Also in attendance: Township Attorney, William Fahey

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 Melton, seconded by Howard, **“TO APPROVE THE NOVEMBER 12, 2018 AGENDA AS PRESENTED:** Motion carried.

APPROVAL OF MINUTES:

A. OCTOBER 8, 2018 REGUAL MEETING MINUTES

- **MOTION** by Howard, seconded by Melton, **“TO APPROVE THE OCTOBER 8, 2018 REGULAR SESSION MEETING MINUTES AS PRESENTED.”** Motion carried. (See October 8, 2018 Regular Meeting Minutes)

CORRESPONDENCE:

No additions.

CALL TO THE PUBLIC:

- No response.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

A. HOWELL AREA PARKS & RECREATION AUTORITY (HAPRA) PROPOSED 2019 BUDGET

- Tim Church from HAPRA, submitted their proposed 2019 Budget.
- Stated that there is an increase in participation from Howell Township residents.
- Soccer has increased much and there is a need for additional soccer fields.
- Took questions from the Board. (The Board would like to see the hard numbers on exactly how many Howell Township residents are participating.)

B. RESOLUTION 11.18.454

- Clerk Graham read Resolution 11.18.454 in recognition of Trustee Dar Howard.
- **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT RESOLUTION 11.18.454, RECOGNITION OF TRUSTEE DAR HOWARD AS PRESENTED.”** A roll-call vote was taken: Melton – yes, Hohenstein – yes, Coddington – yes, Graham – yes, Howard – yes. Motion carried.
- The Board thanked Trustee Howard for his years of service.

- Trustee Howard thanked the Board and that he has enjoyed working with the Board.

C. SIGN ORDINANCE

- Supervisor Coddington stated the Howell Township Planning Commission has recommended approval for the revised Sign Ordinance. In addition we have received a letter of approval from the Livingston County Planning Department.
- Township Attorney Fahey stated that this is a revision of the provisions in the Zoning Ordinance that deals with billboards; how many billboards will be allowed, the size, where they can be located, how far apart they are allowed, etc. This makes the ordinance compliant with the requirements of the law. We want to use the best practices and keep the drivers safe as possible.
- Questions and statements were taken from the Board.
- **MOTION** by Hohenstein, seconded by Howard, **“TO ACCEPT THE CHANGES FROM THE PLANNING COMMISSION REGARDING THE SIGN REGULATIONS ORDINANCE.”** Discussion followed. A roll-call vote was taken: Hohenstein – yes, Howard – yes, Coddington – yes, Graham – yes, Melton – yes.
Motion carried, 5 to 0.
- Notice of adoption will be published in the Livingston County Press. It will be effective seven (7) days after publication.
- Discussion on terminating the moratorium on signs that is currently in place to make it clear when it is up. **MOTION** by Howard, seconded by Hohenstein, **“TO TERMINATE THE SIGN MORATORIUM WHEN THE REVISED SIGN REGULATIONS ORDINANCE GOES INTO EFFECT.”** Discussion followed. Motion carried.

CLOSED SESSION:

SETTLEMENT STRATEGY DISCUSSION

- **MOTION** by Hohenstein, seconded by Howard, **“TO ENTER INTO CLOSED SESSION AT 6:56 P.M. TO DISCUSS STRATEGY IN CONNECTION WITH 2 FEDERAL CASES.”** Discussion followed. A roll-call vote was taken: Coddington – yes, Melton – yes, Hohenstein – yes, Howard – yes, Graham – yes. Motion carries 5 to 0.
- **MOTION** by Howard, seconded by Melton, **“TO ENTER BACK INTO REGULAR SESSION AT 7:37 P.M.”** Motion carried.

APPROVE 2019 CALENDARS:

- Clerk Graham presented the 2019 calendar for the Board Meetings. The 2019 calendar for the Planning Commission and the ZBA Meetings will also show the due dates of when the applications are due by for each meeting.
- **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE 2019 MEETING CALENDARS AS PRESENTED.”** Discussion followed. Motion carried.

REPORTS:

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Working with legal matters.
- Dealing with trespassers on Township owned properties. All properties are posted. Vehicles are being tagged.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- The complaints about the chloride that is being applied to the Township roads.
- Letter from Sewer Contractor.
- FYI letter that will go out with the tax bills explaining when and how tax bills should be paid.
- A letter to the DEQ answering questions about the WWTP.
- Continuing working with Chris Patterson and Pine View Village.
- Chestnut has listed the Pine View properties.
- The company that might go into Lambert Drive.

C. CLERK:

(Clerk Graham reported on the following items)

- The phones in the office are starting to have some major issues. We received 3 proposals for new phones and system. Allstar is the current provider. The office is recommending the proposal from UTS at the cost of \$5,311.69. If new wiring is needed that will be above the proposed cost on any of the proposals. **MOTION** by Melton, seconded by Howard, **“TO ACCEPT UTS’S PROPOSAL FOR \$5,311.69 AND TO ALLOW CLERK GRAHAM TO MAKE DECISION ON ANY OTHER ADDITIONAL COST RELATED ITEMS.”** Discussion followed. Motion carried.
- The election went well. Election Coordinator Johnson and I would like to investigate the possibility of moving the precincts to another location and having all precincts in one location. Everyone did a good job.
- There has been some plumbing issues with the toilets. A camera was put through the lines. The plumber believes the issue is with the toilets themselves. There is one in the women’s bathroom that is in need of replacement. It is working a little better since the plumber was out, but it will need to be replaced in the near future. There is also an issue with pipes not lining up correctly, but that is not the issue with the current problem. Asking the Board to place this in the budget for next year.

D. ZONING:

(See Zoning Administrator Daus’ prepared written report)

E. ASSESSING:

(See Assessor Kilpela’s prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Reported on the Workman’s Comp.
- Still going forward with the building addition.
- Still planning on having an Open House later this year.
- Paid bills.

G. MHOG:

(Trustee Howard reported on the following items)

- The Tap Fees are accumulating/growing so there might be enough to help with the cost of Cross Country lines.
- Teshia has left MHOG who was an incredible MHOG employee.
- Suggested that Matthew Counts replace me (Dar Howard) as MHOG representative.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- See synopsis.

I. ZONING BOARD OF APPEALS (ZBA):
(No meeting to report on.)

J. WWTP:
(Clerk Graham reported on the following items)

- The sand filters are completed.
- Paid bills.
- The muskrats are back at the plant.

K. HAPRA
(Clerk Graham reported on the following items)

- See the 2019 Proposed Budget. (Agenda item 8A.)
- Still working on the contracts dealing with the pool at the school.
- There is a need for lifeguards.

CALL TO PUBLIC:

- No response.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Howard, **“TO APPROVE THE REGULAR DISBURSEMENTS THROUGH NOVEMBER 7, 2018 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carried.

WELCOME NEW BOARD MEMBERS:

- New members, Evan Rudnicki and Jeff Smith.
- Mr. Rudnicki was in the audience and he introduced himself and looking forward to working on the Board.

(The new Trustees’ term will take effect on November 20, 2018 and go through November 20, 2020.)

ADJOURNMENT: MOTION by Howard, seconded by Melton, **“TO ADJOURN.”** Motion carried. The meeting adjourned 8:06 p.m.

APPROVED:

As Presented: _____ X _____
Jean Graham
Howell Township Clerk

As Amended: _____
As Corrected: _____
Mike Coddington
Howell Township Supervisor

Dated: _____ 12/10/2018 _____
Debby Johnson
Recording Secretary