

HOWELL TOWNSHIP BOARD MEETING
3525 Byron Road
Howell, MI 48855
August 12, 2019
6:30 P.M.

1. Call to Order:
2. Roll Call: Mike Coddington () Jeff Smith ()
 Jean Graham () Harold Melton ()
 Jonathan Hohenstein () Evan Rudnicki ()
 Matthew Counts ()
3. Pledge of Allegiance:
4. Call to the Board:
5. Approval of the Minutes:
A. Regular Board Meeting July 8, 2019
6. Correspondence:
7. Unfinished Business:
8. New Business:
A. End of the Year Financial Report – Brent Kilpela
B. Amendments to the budget – Brent Kilpela
9. Reports:
A. Supervisor B. Treasurer C. Clerk D. Zoning
E. Assessing F. Fire Authority G. MHOG H. Planning Commission
I. Z B A J. WWTP K. HAPRA L. Property Committee
11. Call to the Public:
12. Disbursements:
Regular and Check Register
13. Closed Session:
14. Adjournment:

AGENDA ITEM

5

**HOWELL TOWNSHIP BOARD REGULAR MEETING
MINUTES**

3525 Byron Road
Howell, MI 48855
July 8, 2019
6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee
Evan Rudnicki	Trustee
Jeff Smith	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.

APPROVAL OF THE AGENDA:

JULY 8, 2019

MOTION by Melton, seconded by Graham, **"TO APPROVE THE JULY 8, 2019 AGENDA AS PRESENTED."**
Discussion followed. Motion carries.

JUNE 10, 2019 MEETING MINUTES

MOTION by Rudnicki, seconded by Melton, **"TO APPROVE THE JUNE 10, 2019 MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carries. (See June 10, 2019 Regular Meeting Minutes)

CORRESPONDENCE:

No additions.

UNFINISHED BUSINESS:

None.

CALL TO THE PUBLIC:

No response.

NEW BUSINESS:

A. REZONING VERN BROCKWAY, PARCEL #4706-27-200-006 MFR TO RSC

Attorney, David Bittner from Barley and Bittner P.C., representing applicant Vern Brockway, presented the applicant's plans on the parcel, explaining the parcel is next to the parcel what used be known as Kelsey Hayes but is now Lucy Road Resources LLC. The request is for the parcel to be rezoned from MFR (Multiple Family Residential) to RSC (Regional Service Commercial). The intent use is for mini warehouse storage units.

- The Township Planning Commission voted 3 to 2 to deny the request for approval based on the findings discussed at the June Meeting.
- The County Planning Commission, "Took No Action" and encouraged further review.
- Questions and comments were taken from the Board.

- Mr. Bittner commented he did not understand, a previous decision by the Township, why a fence was required to be placed between two abutting properties that Mr. Brockway owns. It was explained the reason why the fence was required is because one of the properties was Master Planned for Multiple Family Residential and other property is in a heavier industrial zoning. The fence was required as part of the consent judgment and because of the zoning.
- Trustee and Planning Commission Representative Counts explained the reasons why they did not approve the request at the Planning Commission was heavily based on the Township Planner's report. If rezoned, would the use be conducive to the Master Plan.
- Mr. Bittner is asking that this issue be taken back to the Planning Commission for further review to find some type of conclusion that would make this work or perhaps a Special Use or a Conditional Rezoning.
- The Township cannot put conditions on a rezoning the requester has to ask for a Conditional Rezoning and state what those conditions will be.
- **MOTION** by Graham, seconded by Smith, **"TO SEND BACK THE REQUEST FOR REZONING OF PARCEL #4706-27-200-006, VERN BROCKWAY, FROM MFR TO RSC, TO THE ZONING ADMINISTRATOR, PLANNING COMMISSION AND THE TOWNSHIP PLANNER TO WORK WITH THE APPLICANT FOR A CONDITIONAL REZONING AND FURTHER REVIEW."** Discussion followed. A roll-call vote was taken: Smith – yes, Melton – yes, Hohenstein – no, Coddington – yes, Counts – no, Rudnicki – yes, Graham – yes. Motion carries 5 to 2.

B. REZONING STEVE GRONOW, PARCEL #4706-27-100-025 AR, RSC TO MFR

Tim Zimmer, representing Steve Gronow and Chestnut Development, presented the request for parcel to be rezoned from AR (Agricultural Residential, RSC (Regional Service Commercial) to MFR (Multiple Family Residential) for an 86 unit rental development.

- It is determined that it is consistent to the Master Plan.
- The Township Planning Commission recommended approval by a 5 to 0 count.
- The County Planning Commission also gave their recommendation for approval.
- Trustee and Planning Commission Representative Counts explained the project is basic to the 2 and 3 bedroom units that Chestnut Development is placing at Burkhart and Mason Roads.
- Trustee and Planning Commission Representative Alternate Smith added there is a lot of natural area around this parcel and there will be restrictions on the development to preserve it including a walking path.
- Discussion on past aerial accidents that happened in this area and buffers to keep these units safe.
- **MOTION** by Hohenstein, seconded by Counts, **"TO ACCEPT THE RECOMMENDATION FROM THE TOWNSHIP PLANNING COMMISSION, TO REZONE PARCEL #4706-27-100-025 FROM AR, RSC TO MFR, BASED ON THE TOWNSHIP PLANNING COMMISSION, THE COUNTY PLANNING COMMISSION AND THE TOWNSHIP PLANNER AS PRESENTED."** Discussion followed. A roll-call vote was taken: Hohenstein – yes, Smith – yes, Counts – yes, Rudnicki – yes, Coddington – yes, Graham – yes, Melton – yes. Motion carries 7 to 0.

REPORTS:

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Working with attorneys on issues.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Starting collecting the Summer Taxes. Residents should have started receiving their Tax Bills around July 1st.
- Roads:
 - a) Bridge on Marr Road is restricted to one lane until MDOT & LCRC can replace the bridge.
 - b) Allen Road to the east of Oak Grove Road; problem with dead trees and too close to the road. County Road Commission stated they are unable to deal with them at this time because there are so many trees that need to be removed throughout the County. The County is suggesting that the Township hire outside tree removal services. It is the consensus of the Board that this is supposed to be done at the County expense and not at the Township expense.
- There is one property on Crandall Road that is in the foreclosure process. Since there is no sewer or water to this parcel it is not recommended that the Township try to acquire this property.

C. CLERK:

(Clerk Graham reported on the following items)

- Received final bills for the Spring Clean-Up Day: total of \$3,194.06, which is a little higher than last year. This year ads were placed in the paper and we had a few more vehicles come through the line.

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)

- Having to update software because it is no longer compatible with the State's system.

G. MHOG:

(Treasurer Hohenstein reported on the following items)

- The Cross Country Main is not funded. This main will be needed by 2023, so the project will need to be started by 2021.
- See written June 19, 2019 MHOG Meeting Report for other items not discussed.
- Supervisor Coddington added that the property that is needed for park on Mason Road is owned by MHOG. It once belonged to the County. A Quick Claim Deed has been signed off by the County Commissioners to MHOG. Next step is to see what MHOG plans are for the property. Perhaps the Township can get an easement to the Township park-land behind MHOG's piece.

H. PLANNING COMMISSION:

(Trustee Smith reported on the following items)

- Approved Preliminary Site Plan for Chestnut Development LLC on parcel #4706-27-100-025.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Rudnicki reported on the following items)

- Approved -10 ft. variance to the side yard to allow for construction of an accessory structure on Parcel #4706-23-300-050.
- Passed that the interpretation for a limestone symbol on the wall of building would be considered a sign.

J. WWTP:

(Treasurer Hohenstein reported on the following items)

- No meeting.

K. HAPRA:

(Trustee Rudnicki reported on the following items)

- Approved Liquor License for an additional day for the Melon Fest; would like to do a Pre-Sale Event.
- The expenses on the Aquatic Center is mostly due to staff.
- Hot tub at the Aquatic Center is still down.
- Trying to acquire estimates for resurfacing some of the tennis courts at the Bennett Center.
- Hired a new Festival and Special Events Coordinator.
- Aquathlon participation was up.
- Summer Camps are completely full. Will need to expand next year.

L. PROPERTY COMMITTEE:

(Treasurer Hohenstein reported on the following items)

- Pine View – waiting to hear back from Pineview’s attorney.
- Oak Grove property aka Doc Earl’s property – Purchase agreement has been submitted. Discussion on the issue of which forms the agreement needs to be submitted on. The Property Committee would like the agreement to be on our form. This issue will go to the attorney for review and opinion. Discussion followed.
- Discussion on the issue with Mr. Mills farming Township property without permission. Will send another letter to Mr. Mills’ attorney.
- Trustee Smith added: discussion on acquiring a Quiet Title on Township owned properties at \$3,500.00 per parcel. This will be brought back to the Board.

CALL TO PUBLIC:

No Response.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Rudnicki, **“TO APPROVE THE REGULAR DISBURSEMENTS THROUGH JULY 2, 2019 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carries.

ADJOURNMENT: MOTION by Counts, seconded by Hohenstein, **“TO ADJOURN.”** Motion carries. The meeting adjourned 7:45 p.m.

As Presented: _____

Howell Township Clerk
Jean Graham

As Amended: _____

Mike Coddington
Howell Township Supervisor

As Corrected: _____

Dated: _____

Debby Johnson, Recording Secretary

AGENDA ITEM

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CORRESPONDENCE

AUGUST 12, 2019

1. **AMERICAN FUNDS** – Capital Group, Annual Report ending April and May, 2019

AGENDA ITEM

9B

HOWELL TOWNSHIP

1Q19	
G2G CLOUD SOLUTIONS	
Transaction Amount	\$2,956.29
Enhanced Access Fees	\$95.27
Net Enhanced Access Fees	\$60.03
G2G CLOUD SOLUTIONS Share Back Amount	\$30.01

1Q19	
1Q19 Total Quarterly Share Back Amount	\$30.01

2Q19	
G2G CLOUD SOLUTIONS	
Transaction Amount	\$865.56
Enhanced Access Fees	\$37.75
Net Enhanced Access Fees	\$23.79
G2G CLOUD SOLUTIONS Share Back Amount	\$11.90

2Q19	
2Q19 Total Quarterly Share Back Amount	\$11.90

3Q19	
G2G CLOUD SOLUTIONS	
Transaction Amount	\$776.66
Enhanced Access Fees	\$50.00
Net Enhanced Access Fees	\$31.52
G2G CLOUD SOLUTIONS Share Back Amount	\$16.78

3Q19	
3Q19 Total Quarterly Share Back Amount	\$16.78

G2G CLOUD SOLUTIONS Share Back Total	\$67.67
Shareback YTD Total:	\$67.67

1Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Enhanced Access Fees
	DOG LICENSES - OTC	CREDIT CARD	1	\$25.00	\$2.50
	GENERAL - OTC	CREDIT CARD	3	\$345.00	\$14.75
	UTILITY BILLING - OTC	CREDIT CARD	5	\$1,394.65	\$45.25
	WINTER TAX - OTC	CREDIT CARD	1	\$1,191.64	\$32.77
	TOTAL		10	\$2,956.29	\$95.27

2Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Enhanced Access Fees
	DLQ PERSONAL PROPERTY - OTC	CREDIT CARD	1	\$150.00	\$5.50
	DOG LICENSES - OTC	CREDIT CARD	2	\$50.00	\$5.00
	GENERAL - OTC	CREDIT CARD	2	\$125.00	\$8.00
	SUMMER TAX - OTC	CREDIT CARD	2	\$336.73	\$11.00
	WINTER TAX - OTC	CREDIT CARD	1	\$203.83	\$8.25
	TOTAL		8	\$865.56	\$37.75

3Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Enhanced Access Fees
	DOG LICENSES - OTC	CREDIT CARD	4	\$160.00	\$13.00
	GENERAL - OTC	CREDIT CARD	6	\$335.00	\$22.50
	UTILITY BILLING - OTC	CREDIT CARD	4	\$281.66	\$14.50
	TOTAL		14	\$776.66	\$50.00

YTD			32	\$4,598.51	\$183.02
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Computers

Last month the Utility Billing computer crashed and was unrecoverable. The computer used for Board of Review was moved and set up for Utility. Currently the Supervisor's computer does not work. Deputy Clerk needs to update software because of the document retention program used by the Township. Due to the age of this computer it is recommended to be replaced. Consensus has been to replace the Deputy Clerk's computer and to replace Supervisor's computer which will also be used for Board of Review. Below are the costs for replacement from our IT:

Dell, Intel core i5-8500 3GHz, 8GB memory with Windows 10. - \$699 each

New Supervisor setup – 3 Hours

New computer, install Office 2013, network connection, email, BS&A software, printers, backup to server and any other necessary software (\$150 per hour) - \$450

Debby setup – Up to 5 Hours

New computer, install Office 2013, network connection, QVF, email, BS&A software, printers, backup to server and any other necessary software (\$150 per hour) - \$750

Recommend approval of two new computers and installation not to exceed \$3,000 as presented.

AGENDA ITEM

9D

Commercial Land Use

Permit #	Contractor	Job Address	Fee Total
P19-087	LTC PROPERTIES INC	3003 W GRAND RIV	\$250.00
Work Description: EXTERIOR IMPROVEMENTS AND REPAIRS			
P19-082	JAY512 LLC	2425 W GRAND RIV	\$250.00
Work Description: NEW COMMERCIAL BUILDING 3,691 SQ FT RETAIL SPACE, PARTY STORE WITH AREAS FOR FUTURE BURRITO BAR AND SUB SHOP. AND 2,534 SQ FT FOR AUTOMOTIVE DETAILING AND ACCESSORY'S.			

Total Permits For Type: 2
Total Fees For Type: \$500.00

Residential Land Use

Permit #	Contractor	Job Address	Fee Total
P19-078	SNOW TRACEY L	796 E ALLEN	\$10.00
Work Description: RE-ROOF - NO STRUCTURAL CHANGES. HOUSE ONLY.			
P19-084	FERGUS ELIZABETH A	3845 W MARR	\$10.00
Work Description: WATER PROOF FOUNDATION			
P19-081	JAMES DENNIS & LINDA	4951 FISHER RD	\$75.00
Work Description: ADDING A 10 X 18 MUD ROOM WITH A 28 X 38 ATTACHED GARAGE			
P19-089	SPURLOCK LEANN AND OLLE	4843 FISHER RD	\$10.00
Work Description: 70' X 180' RIDING ARENA, FOR PERSONAL USE ONLY USE ONLY. SUBJECT TO THE RIGHT TO FARM ACT, APPROVED BY THE DEPARTMENT OF AGRICULTURE.			
P19-091	LAPAN DANIEL AND CHRISTI	3270 OAK GROVE RD	\$10.00
Work Description: TEAR OFF AND RE-ROOF HOUSE AND GARAGE			
P19-086	WEISS MICHELE Y	364 VENTURA CT	\$50.00
Work Description: ADDING A COMPOSITE DECK ON THE REAR OF THE HOUSE.			
P19-090	RIDGE (KLETT) MEREDITH	3656 AMBER OAKS DR	\$50.00
Work Description: BLACK VINYL CHAIN LINK FENCE			
P19-085	WESTVIEW CAPITAL LLC	3012 IVY WOOD CIR	\$105.00
Work Description: 1,822 SQ FT 2 STORY HOME ON A FULL UNFINISHED BASEMENT, WITH A 2 CAR ATTACHED GARAGE.			

P19-092 WESTVIEW CAPITAL LLC 3024 IVY WOOD CIR \$105.00

Work Description: 1,830 SQ FT 2 STORY HOME ON A FULL UNFINISHED BASEMENT WITH A 2 CAR ATTACHED GARAGE AND A 10 X 10 PATIO.

P19-088 JOHNSON ALAN & DEBORAH 2278 BREWER \$50.00

Work Description: 30 X 40 POLE BARN

P19-080 LANDINO ERIN 2697 THISTLEWOOD DR \$10.00

Work Description: REMOVE & REPLACE SHINGLES

P19-083 MILLER ANDREW JOHN 2691 THISTLEWOOD DR \$10.00

Work Description: REMOVE AND REPLACE SHINGLES

P19-076 LARDIE WILBUR & DIANE 4492 WYNNWOOD \$10.00

Work Description: RE-ROOF NO STRUCTURAL CHANGES.

P19-077 OCKERT STEPHEN & ANN 976 INDIAN CRK \$10.00

Work Description: RE-ROOF NO STRUCTURAL CHANGES.

P19-093 DE BRINCAT JAMES 5671 LOWE RD \$50.00

Work Description: 30 X 40 X 12 POLE BARN

P19-079 POPA RADU AND GEORGIAN 5520 LOWE RD \$75.00

Work Description: 16' X 24' X 8' POLE BARN

Total Permits For Type: 16

Total Fees For Type: \$640.00

Sewer Connection

Permit #	Contractor	Job Address	Fee Total
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PWS19-012	WESTVIEW CAPITAL LLC	3012 IVY WOOD CIR	\$0.00
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Work Description:

PWS19-034	WESTVIEW CAPITAL LLC	3024 IVY WOOD CIR	\$0.00
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Work Description:

Total Permits For Type: 2

Total Fees For Type: \$0.00

Water Connection

Permit #	Contractor	Job Address	Fee Total
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PWS19-013 WESTVIEW CAPITAL LLC 3012 IVY WOOD CIR \$0.00

Work Description:

PWS19-035 WESTVIEW CAPITAL LLC 3024 IVY WOOD CIR \$0.00

Work Description:

PWS19-011 REDMOND WILLIAM 2071 TOOLEY \$0.00

Work Description: WATER #11 CONNECTION. MRS. REDMOND DOES KNOW SHE HAS TWO REU'S, BUT ONLY USING ONE.

Total Permits For Type: 3

Total Fees For Type: \$0.00

Report Summary

Population: All Records
Permit.DateIssued Between
7/1/2019 12:00:00 AM AND
7/31/2019 11:59:59 PM

Grand Total Fees: \$1,140.00
Grand Total Permits: 23

AGENDA ITEM

9E

Monthly Activity Report for July 2019 – Assessing Dept/Brent Kilpela

MTT UPDATE:

Burkhart Ridge v Howell Township: Prehearing General Call commencing September 3, 2019. Petitioner originally filed for the 2018 tax year but has also filed for the 2019 tax year. Feedback from the appraiser has been positive and it is my opinion to stand firm with my position on value.

Chestnut Development LLC v Howell Township: Filed answer to appeal on July 15th. Prehearing General Call set for May 18, 2020 with valuation disclosure due by February 19, 2020.

Chestnut Development LLC v Howell Township: Filed answer to appeal on July 15th. Prehearing General Call set for May 18, 2020 with valuation disclosure due by February 19, 2020.

Chestnut Crossing LLC v Howell Township: Filed answer to appeal on July 15th. Prehearing General Call set for May 18, 2020 with valuation disclosure due by February 19, 2020.

SMALL CLAIMS TRIBUNAL: No pending litigation.

ASSESSING OFFICE:

ASSESSOR: Started Commercial/Industrial fieldwork. The July Board of Review was held on Tuesday July 16th. There were a total of six petitions. These included two Veterans Exemptions and four Principal Residence Exemptions. All six petitions were approved and processed. The board of review will not reconvene until December. Two residents requested land combinations in July. Both combinations were approved and completed. Started the initial work on 2020 land values for all four classifications.

OTHER: Continued working on the year-end financials.

AGENDA ITEM

9H

**HOWELL TOWNSHIP
PLANNING COMMISSION MEETING
JULY 23, 2019 SYNOPSIS**

- 1) Zoning Administrator Joe Daus notified Commissioners of the multiple site plans (final and preliminary) to be presented before the Planning Commission for review at the August meeting.
- 2) Rezoning request, file #PC-2019-03, parcel #4706-27-200-006, from MFR to RSC, by applicant Vern Brockway, first brought before the Planning Commission at the May meeting and a recommendation of denial was the outcome. Reviewed by the Livingston County Planning Commission at their June meeting, “no action” and “further review” was advised. At the Howell Township Board meeting in July, the Applicant suggested a conditional rezoning request, the Board then tabled the matter to be sent back to the Howell Township Planning Commission to have a discussion with the Applicant over the proposed conditional rezoning request at the July 23rd meeting. A motion to table the rezoning request until such time that written conditions are presented to the Planning Commission as well as written concepts that would support the Applicant’s plan for the conditional rezoning request was carried at the Planning Commission meeting.
- 3) Amended Sidewalk and Pathway Ordinances have been reviewed by the Township Attorney and placed into “Ordinance Adoption Format”, legally preparing the documents to be presented to the Township Board once editing is complete. A memo on behalf of the Planning Commission to the Township Board is being drafted.
- 4) A motion was carried to open the Public Hearing at 8:00 P.M. to discuss the changes to the ordinance text.
 - Innovation Zone District Ordinance draft: Intended to present flexibility, design consideration and cluster similar uses from existing districts that, as a collective, make more sense and would be consistent with the Master Land Use Plan. Discussion among Commissioners. Next step is to identify the exact parcels the Innovation Zone would cover, notify landowners, and hold a Public Hearing.
 - Text amendments for section 14.07 in the Zoning Ordinance, Accessory Building Provisions: Provisions to the policy on permit requirements for accessory structures under 200 feet was presented. Discussion among Commissioners concluded with the decision to bring a revised draft of the amended text addressing ‘what defines an accessory structure’ to an upcoming meeting.
 - Text amendments for section 14.43 in the Zoning Ordinance, Standards for Single-Family Dwellings, Mobile Homes, and Prefabricated Housing: An amendment was made to a typo in this section.
 - A motion was carried to close the Public Hearing at 8:30 P.M.
- 5) Call to the Public: Carolyn Henry encouraged everyone to attend the Fowlerville Fair.
- 6) A motion was carried to adjourn the Planning Commission meeting at 8:32 P.M.

AGENDA ITEM

9J

Howell Township
Waste Water Treatment Plant
Meeting: July 18, 2019 10-11:45 am

Attending: Clint Houseworth, James Soper, Greg Tatara, Brent Kilpela, Jean Graham, Jonathan Hohenstein

Please see Clint's attached report for details on the plant operation.

Skimmers: The parts have been delivered and will be working to get them installed soon.

Non-Potable Water System: Clint hasn't had time to work on this item.

Grease Traps: James will be working on putting a letter together for the Township to send to restaurants regarding their grease traps. Clint believes this sort of activity would require increasing the plant staff from 2.5 to 3 employees.

Personnel: The second open position has been filled by Andre Randall. Clint and Kirt will be putting together a proposal for the cost and the reasoning behind requesting a third full time position for the plant. As Clint pointed out our NPDES permit requires that the Township have a collection system program in place and this is another reason for the third full time position.

Blower Motor: The blower motor has been delivered. Clint will be paying for the extra cost to get it hooked up and running properly because Jerry told the Township that he was going to do that work. In the future all projects will include the cost of set up.

UV System: Clint will be getting a qualified electrician out to the plant to look through our UV system to make sure everything looks good and that we do not need any extra parts or pieces before going forward with ordering the fourth bank of UV lights. Most of the time the plant can run on two banks of lights, but there are times when three banks are necessary. With only having three banks there is no redundancy if there is a failure during these times. The plant is supposed to have four banks for this reason. There is a quote attached, but until the review of the UV system is done we will not be asking for action from the Board.

Sludge Removal: We received an agreement from BioTech Agronomics for sludge removal through 2022. James will be doing some research into other companies that perform the same duties. After this is done the Township will need to make a decision on whether to continue using BioTech Agronomics or not.

Ordinance Review: Greg is reviewing our Water and Wastewater ordinances before sending off to our attorney and ultimate Board approval to keep our ordinances up to date.

Respectfully submitted,
Jonathan Hohenstein

Summary

The operations data below indicate the treatment plant and lift stations are operating well at this time. We did battle with low effluent pH, which has been an ongoing challenge at the treatment plant. There were three daily minimum pH violations in June. More detail on these violations can be found in the operations section below. We also want to further our conversation with the Township regarding gaps in operational and administrative coverage in the collection system.

Items Requiring Action

We would like further discussion and consideration on the following:

Criticality**	Request	Impact	Est. Cost	Days Outstanding
High	Detail collection system maintenance scope in a contract revision that includes changing the part-time operator position to a full time position.	Developing a collection system maintenance program and proactive collection system checks for areas that need cleaning. Addressing grease problems. Organize sewer cleaning and televising. Response to customer service calls and new tap/cut off inspections. Mercury minimization plan sampling and reporting.	TBD	
High	Replace UV system module. UV system currently has 3 of original 4 UV modules in service. There is no backup in the event of a significant failure to one of the existing modules. Attached to this report is a quote for a cost to purchase a 4 th module.	Bring UV system back to original capacity with 4 working modules. Under normal flow conditions 2 or 3 modules are necessary to maintain disinfection. With only 3 modules, there is no backup in the event of a failure.	\$30,000	

Operations

The treatment plant experienced effluent pH daily violations on June 21st, 29th, & 30th. We are experiencing a few challenges as new plant personnel learn the nuances of the treatment plant. And one of the challenges is maintaining a low effluent phosphorus limit of 0.5 while at the same time maintain a 6.5 pH or above at all times in the effluent. The chemical ferric chloride is added to the process to remove the phosphorus. However, ferric chloride is an acid and lowers the pH. Too little addition of ferric results in high effluent phosphorus and too much results in low effluent pH. This leaves a small target window for dosing that changes as conditions in the plant change. Below is an explanation of circumstances for each.

- June 21st, we have been pumping water from the lagoons a few days per week in order to bring down the lagoon levels. It appears we pumped too much water from the lagoons the previous day, which may have led to changing the water chemistry in the treatment plant process just enough to drop the effluent pH. The lagoon water is very clean water, and even though it has a neutral pH, we believe likely caused the drop in effluent pH due to it changing the ability of the plant process to buffer the acidity of the ferric. Our corrective action to this issue is to only pump from the lagoon a few hours in a day.
- June 29th & 30th, these two permit excursions were due to the same event. Earlier in the week a ferric chloride chemical feed pump experienced a mechanical failure. We switched over to the standby chemical feed pump when this occurred, which is the same make and model. We later discovered the second/backup pump was pumping twice the volume of chemical at the same pump speed as the other pump. The additional ferric chloride in the system caused a drop in the effluent pH over these two days.

Below is a copy of the treatment plant performance data. You can see that all other operating parameters were good for the month.

Biotech is telling us that sludge they should be able to empty the sludge holding tanks around the end of July. They are waiting for the wheat crop to be taken off the fields that are slotted for the township's sludge. We are doing our best to stretch the available room left in the holding tanks to make it through July and into August if necessary. The sludge tanks are all close to full.

Maintenance & Repair

A copy of the monthly maintenance report is attached. A total of 54 preventive maintains work orders were completed.

We began replacing the air hoses and diffusers in the aeration system. One air line and five complete diffuser assemblies have been replaced.

The annual crane inspections were completed.

The annual flow meter calibrations were completed.

A copy of the lift station checks and run time data report is attached. The Tooley Rd lift station was without power the entire last week of June. The station ran off the standby generator during this period and used about $\frac{3}{4}$ of a tank of fuel. The fuel tank has been refilled. There was a problem with the underground power supply to the station that was eventually repaired by DTE.

The phone line servicing the auto dialer at LS 8 was repaired by AT&T.

M&K cleaned the Trans West and Labert lift stations on 6/5/19.

Miss Dig System

A total of 172 requests for sewer line locates were received in June. Of those 152 were responded to as no potential conflict to the township sewers and 20 locates were marked with paint and flagging.

Financial Update

Purchased new pH probe

Purchased new pump wheels for ferric pumps

Purchased 20 50lb bags of soda ash

Received the WesTech clarifier skimmer replacement parts

Health & Safety

The new staff are working through all the new safety orientation and onboard training per company policy. There were no safety incidents in June.

Personnel

We are pleased to inform you that we have filled another role on our team. Andre Randall was hired as a full time operator with a start date of July 2nd. Andre has worked in the wastewater field for well over 25 years and holds a Class A license.

June is the last month that Jim Aulette is serving as certified operator of the WWTP. James Soper will be assuming the duties of certified operator beginning with the July reporting period.

Systems, Inc.

Quotation

Set Ridge
 el, NY 10512
 el (845) 225-5444
 Fax (845) 225-5455

DATE	QUOTE #
6/28/2019	UTS-1372

NAME / ADDRESS
Inframark 3525 Byron Road Howell, MI 48855 Accounts Payable

Ship To
Inframark 1222 Packard Dr. Howell, MI 48843 Clint Houseworth

TERMS	REP	FOB	Est. Ship Date
Net 20		Ship Point	1 - 3 Weeks ARO

ITEM	DESCRIPTION	QTY	U/M	COST	TOTAL
T28i-2RB-C	<p>Rebuild and refurbish of customer supplied UV module including new ballasts and circuit boards. (Gland nuts, o-rings, quartz, UV sensor and UV lamps not included).</p> <p>The above carries a 1 year warranty provided genuine UltraTech UV Lamps, quartz and associated components are installed. The use of non UltraTech UV Lamps, and other components voids any and all warranties.</p> <p>Customer is responsible for freight to and from our repair facility.</p>	1		27,780.00	27,780.00

We hope to be favored with your order.	TOTAL	\$27,780.00
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This quote is valid for 30 days and subject to review at such time.

AGENDA ITEM

12

Howell Township
Invoice and Check Registers

As of 8/7/2019

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

08/01/2019 02:17 PM
 User: BRENT KILPELA
 DB: Howell Twp
 Vendor
 Description
 GL Distribution

Inv Ref#	Inv Num	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
6/30/2019 17894	LIVINGSTON COUNTY TREASURER DPPT APR-JUNE 2019 701-000-228.00	06/30/2019 BRENT KILPELA TRUST DUE TO COUNTY	07/02/2019	539.84 539.84	0.00	Paid	Y 06/30/2019
6/30/2019 17895	HOWELL PUBLIC SCHOOLS DPPT APRIL - JUNE 2019 701-000-225.01	06/30/2019 BRENT KILPELA TRUST DUE TO HOWELL SCHLS DEBT	07/02/2019	423.46 423.46	0.00	Paid	Y 06/30/2019
6/30/2019 17896	HOWELL PUBLIC SCHOOLS DPPT APRIL-JUNE 2019 701-000-225.00	06/30/2019 BRENT KILPELA TRUST DUE TO HOWELL SCHLS OPER	07/02/2019	509.13 509.13	0.00	Paid	Y 06/30/2019
6/30/2019 17897	LIV EDUC SERVICE AGENCY DPPT APRIL-JUNE 2019 701-000-227.00	06/30/2019 BRENT KILPELA TRUST DUE TO LESEA	07/02/2019	150.89 150.89	0.00	Paid	Y 06/30/2019
6/30/2019 17898	HOWELL AREA FIRE AUTHORITY DPPT APRIL-JUNE 2019 701-000-234.00	06/30/2019 BRENT KILPELA TRUST DUE TO HOWELL FIRE AUTH	07/02/2019	119.64 119.64	0.00	Paid	Y 06/30/2019
6/30/2019 17899	HOWELL CARNEGIE LIBRARY DPPT APRIL-JUNE 2019 701-000-223.00	06/30/2019 BRENT KILPELA TRUST DUE TO HOWELL LIBRARY	07/02/2019	86.70 86.70	0.00	Paid	Y 06/30/2019
7/1/2019 17900	LIVINGSTON COUNTY TREASURER JUNE DOG LICENSES 701-000-238.00	07/01/2019 BRENT KILPELA TRUST DUE TO COUNTY DOG LICENSE	07/02/2019	55.50 55.50	0.00	Paid	Y 06/30/2019
287282886379 17901	AT&T ASSESSING TABLET 101-209-957.00	07/03/2019 BRENT KILPELA ASSESSING DUES & SUBSCRIPTION EXPENSE	07/12/2019	23.55 23.55	0.00	Paid	Y 07/05/2019
544929 17902	CULLIGAN WATER 5 WATER JUGS 101-265-727.00	06/30/2019 BRENT KILPELA TWP HALL KITCHEN/BATH SUPPLIES EXPENSE	07/30/2019	43.74 43.74	0.00	Paid	Y 06/30/2019
4025173377 17903	CINTAS CORPORATION #725 BLUE MATS 101-265-775.00	07/03/2019 BRENT KILPELA TWP HALL OFFICE CLEANING & MAINT EXPENS	07/13/2019	71.24 71.24	0.00	Paid	Y 07/05/2019
611712 17904	KENNEDY INDUSTRIES INC FLYIGHT PUMP +1 PROGRAM YR 2 592-442-930.00	06/28/2019 BRENT KILPELA WWTP EQUIPMENT REPAIR EXPENSE	07/15/2019	3,800.00 3,800.00	0.00	Paid	Y 07/05/2019

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

08/01/2019 02:17 PM

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940130	USA BLUEBOOK	07/02/2019	08/02/2019	325.30	0.00	Paid	Y	07/05/2019
17905	POTASSIUM CHLORIDE	BRENT KILPELA						
	592-442-729.00	WWTP CHEMICALS EXPENSE		325.30				
6/30/2019	HOWELL TOWNSHIP PETTY CASH	06/30/2019	07/08/2019	72.93	0.00	Paid	Y	06/30/2019
17906	REPLENISH PETTY CASH	BRENT KILPELA						
	101-247-703.00	BOARD OF REVIEW SALARY		32.74				
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		18.40				
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		21.79				
6/30/2019	JOSEPHINE MODRACK	06/30/2019	07/08/2019	129.97	0.00	Paid	Y	06/30/2019
17907	TWP EXPENSES	BRENT KILPELA						
	101-265-860.00	TWP HALL MILEAGE & EXPENSES		87.58				
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		42.39				
7/1/2019	CAREFREE MAINTENANCE CO.	07/01/2019	07/08/2019	230.00	0.00	Paid	Y	06/30/2019
17908	JUNE CLEANING	BRENT KILPELA						
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		230.00				
59098	MICRO WORKS COMPUTING, INC	06/30/2019	07/20/2019	75.00	0.00	Paid	Y	06/30/2019
17909	CONSULTING ON NEW DRIVE	BRENT KILPELA						
	101-265-728.01	TWP HALL IT SUPPORT EXPENSE		75.00				
21886	NETWORK SERVICES GROUP, LLC	07/02/2019	07/08/2019	400.00	0.00	Paid	Y	07/08/2019
17910	WEBSITE HOSTING 7/1/2019 - 7/1/202	BRENT KILPELA						
	101-265-851.00	TWP HALL WEB SITE EXPENSE		400.00				
7/1/2019	DTE ENERGY	07/01/2019	07/08/2019	360.02	0.00	Paid	Y	07/08/2019
17911	STREETLIGHTS	BRENT KILPELA						
	101-268-920.00	TWP AT LARGE STREETLIGHT EXPENSE		360.02				
196635	SPICER GROUP	07/08/2019	07/20/2019	937.50	0.00	Paid	Y	06/20/2019
17912	BD Bond Refund	BRENT KILPELA						
	101-000-203.00	BSP18-0012		937.50				
5406405	U. S. BANK	06/25/2019	07/25/2019	250.00	0.00	Paid	Y	06/30/2019
17913	SEWER 7 AGENT FEE	BRENT KILPELA						
	592-853-991.02	SEWER 7 AGENT FEES		250.00				
42532	INFRAMARK, LLC	07/09/2019	08/09/2019	25,019.01	0.00	Paid	Y	07/15/2019
17914	WWTP MAINTENANCE JULY 2019	BRENT KILPELA						
	592-442-801.00	WWTP CONTRACTED SERVICES EXPENSE		25,019.01				

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
17915	DTE ENERGY 1009 N BURKHART JULY 2019 592-442-920.00	07/05/2019 BRENT KILPELA	07/29/2019	115.53	0.00	Paid	07/15/2019
	WWTP ELECTRICITY EXPENSE			115.53			
17916	DTE ENERGY 2571 OAKGROVE JULY 2019 592-442-920.00	07/03/2019 BRENT KILPELA	07/26/2019	335.95	0.00	Paid	07/15/2019
	WWTP ELECTRICITY EXPENSE			335.95			
17917	DTE ENERGY 391 N BURKHART JULY 2019 592-442-920.00	07/03/2019 BRENT KILPELA	07/29/2019	95.51	0.00	Paid	07/15/2019
	WWTP ELECTRICITY EXPENSE			95.51			
207145417213							
17918	CONSUMERS ENERGY 2571 OAKGROVE JULY 2019 592-442-922.00	07/03/2019 BRENT KILPELA	07/30/2019	99.41	0.00	Paid	07/15/2019
	WWTP NATURAL GAS EXPENSE			99.41			
601011888789							
17919	CONSUMERS ENERGY 391 N BURKHART JULY 2019 592-442-922.00	07/03/2019 BRENT KILPELA	07/26/2019	185.57	0.00	Paid	07/15/2019
	WWTP NATURAL GAS EXPENSE			185.57			
517548388806							
17920	AT&T 517 548-3888 FOR JULY 2019 592-442-850.00	06/28/2019 BRENT KILPELA	07/19/2019	82.76	0.00	Paid	07/15/2019
	WWTP TELEPHONE EXPENSE			82.76			
941662							
17921	USA BLUEBOOK BLUE-WHITE ROLLER ASSEMBLY 592-442-930.00	07/03/2019 BRENT KILPELA	08/03/2019	445.66	0.00	Paid	07/15/2019
	WWTP EQUIPMENT REPAIR EXPENSE			445.66			
S6-24791							
17922	CUMMINS BRIDGEWAY, LLC 1034 AUSTIN CT 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	483.15	0.00	Paid	07/15/2019
	WWTP CONTRACTED SERVICES EXPENSE			483.15			
S6-24792							
17923	CUMMINS BRIDGEWAY, LLC 1222 PACKARD DRIVE 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	856.47	0.00	Paid	07/15/2019
	WWTP CONTRACTED SERVICES EXPENSE			856.47			
S6-24793							
17924	CUMMINS BRIDGEWAY, LLC 2571 OAKGROVE 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	515.87	0.00	Paid	07/15/2019
	WWTP CONTRACTED SERVICES EXPENSE			515.87			
S6-24794							
17925	CUMMINS BRIDGEWAY, LLC 391 N BURKHART 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	426.87	0.00	Paid	07/15/2019
	WWTP CONTRACTED SERVICES EXPENSE			426.87			

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S6-24795 17926	CUMMINS BRIDGEWAY, LLC LAMBERT LIFT STATION 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	637.35	0.00	Paid	Y	07/15/2019
S6-24796 17927	WWTP CONTRACTED SERVICES EXPENSE			637.35				
S6-24797 17928	CUMMINS BRIDGEWAY, LLC RIVER BLUFFS STATION 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	568.36	0.00	Paid	Y	07/15/2019
S6-24798 17928	WWTP CONTRACTED SERVICES EXPENSE			568.36				
S6-24799 17928	CUMMINS BRIDGEWAY, LLC 3888 OAKGROVE 592-442-801.00	07/01/2019 BRENT KILPELA	07/15/2019	489.79	0.00	Paid	Y	07/15/2019
S6-24800 17929	WWTP CONTRACTED SERVICES EXPENSE			489.79				
S6-24801 17929	FAHEY SCHULTZ BURZYCH RHODES CROSSROADS OUTDOOR LITIGATION 101-268-801.01	07/02/2019 BRENT KILPELA	08/02/2019	382.50	0.00	Paid	Y	06/30/2019
S6-24802 17930	TWP AT LARGE LEGAL EXPENSE			382.50				
S6-24803 17930	FAHEY SCHULTZ BURZYCH RHODES GENERAL 101-268-801.01	07/02/2019 BRENT KILPELA	08/02/2019	2,985.00	0.00	Paid	Y	06/30/2019
S6-24804 17931	TWP AT LARGE LEGAL EXPENSE			2,985.00				
S6-24805 17931	INFRAMARK, LLC WWTP MAINT. APRIL 2019 592-442-801.00	04/15/2019 BRENT KILPELA	07/15/2019	24,291.14	0.00	Paid	Y	06/30/2019
S6-24806 17932	WWTP CONTRACTED SERVICES EXPENSE			24,291.14				
S6-24807 17932	LIVINGSTON COUNTY TREASURER MOBILE HOME FEES JUNE 2019 701-000-239.00	06/30/2019 BRENT KILPELA	07/15/2019	760.00	0.00	Paid	Y	06/30/2019
S6-24808 17933	TRUST MOBILE HOME TAX PAYABLE			760.00				
S6-24809 17933	RANDY'S SERVICE STATION GENERATOR FUEL 592-442-956.00	07/03/2019 BRENT KILPELA	07/15/2019	1,501.45	0.00	Paid	Y	07/15/2019
S6-24810 17934	WWTP MISCELLANEOUS EXPENSE			1,501.45				
S6-24811 17934	DTE ENERGY 1222 PACKARD DR JULY 2019 592-442-920.00	07/11/2019 BRENT KILPELA	08/02/2019	8,104.01	0.00	Paid	Y	07/15/2019
S6-24812 17935	WWTP ELECTRICITY EXPENSE			8,104.01				
S6-24813 17935	DTE ENERGY 1034 AUSTIN CT JULY 2019 592-442-920.00	07/11/2019 BRENT KILPELA	08/02/2019	259.35	0.00	Paid	Y	07/15/2019
S6-24814 17936	WWTP ELECTRICITY EXPENSE			259.35				
S6-24815 17936	DTE ENERGY 1575 N BURKHART JULY 2019 592-442-920.00	07/11/2019 BRENT KILPELA	08/02/2019	326.11	0.00	Paid	Y	07/15/2019
S6-24816 17936	WWTP ELECTRICITY EXPENSE			326.11				

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
17937	DTE ENERGY 2559 W GRAND RIVER JULY 2019 592-442-920.00	07/11/2019 BRENT KILPELA WWTP ELECTRICITY EXPENSE	08/02/2019	258.24	0.00	Paid	07/15/2019
17938	DTE ENERGY 3888 OAKGROVE JULY 2019 592-442-920.00	07/11/2019 BRENT KILPELA WWTP ELECTRICITY EXPENSE	08/02/2019	87.75	0.00	Paid	07/15/2019
17939	MASTERFLOW SERVICE CALL 592-442-801.00	07/15/2019 BRENT KILPELA WWTP CONTRACTED SERVICES EXPENSE	08/15/2019	200.00	0.00	Paid	07/15/2019
17940	CARLISLE WORTMAN ASSOC, INC. BD Bond Refund 101-000-203.00	07/15/2019 BRENT KILPELA BSP19-0001	07/22/2019	965.00	0.00	Paid	07/15/2019
17941	FAHEY SCHULTZ BURZYCH RHODES OAKLAND TACTICAL SUPPLY LITIGATION 101-268-801.01	07/02/2019 BRENT KILPELA TWP AT LARGE LEGAL EXPENSE	08/02/2019	1,867.50	0.00	Paid	06/30/2019
17942	FAHEY SCHULTZ BURZYCH RHODES ZONING 101-268-801.01	07/02/2019 BRENT KILPELA TWP AT LARGE LEGAL EXPENSE	08/02/2019	4,898.50	0.00	Paid	06/30/2019
17943	CARLISLE WORTMAN ASSOC, INC. GENERAL CONSULTATION 101-000-123.00	07/11/2019 BRENT KILPELA GEN FUND PREPAID EXPENSES	08/11/2019	1,122.50	0.00	Paid	06/30/2019
17944	CARLISLE WORTMAN ASSOC, INC. GRAND RIVER MINI STORAGE ZBA 101-400-801.00	07/11/2019 BRENT KILPELA PLANNING-CONTRACTED PLANNER EXPENSE	08/11/2019	345.00	0.00	Paid	06/30/2019
17945	CARLISLE WORTMAN ASSOC, INC. BROCKWAY REZONING 101-400-801.00	07/11/2019 BRENT KILPELA PLANNING-CONTRACTED PLANNER EXPENSE	08/11/2019	40.00	0.00	Paid	06/30/2019
17946	CARLISLE WORTMAN ASSOC, INC. ZONING ORDINANCE 101-000-123.00	07/11/2019 BRENT KILPELA GEN FUND PREPAID EXPENSES	08/11/2019	880.00	0.00	Paid	06/30/2019
17947	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	07/09/2019 BRENT KILPELA TWP HALL OFFICE SUPPLIES EXPENSE	08/09/2019	84.57	0.00	Paid	07/15/2019

Inv Num	Inv Ref#	Vendor Description	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
80765	17948	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01		07/01/2019 BRENT KILPELA	08/01/2019	20.78	0.00	Paid	Y 07/15/2019
0002626518	17949	LIVINGSTON DAILY PRESS & ARGUS JUNE PUBLICATIONS 101-101-900.00		06/30/2019 BRENT KILPELA	07/20/2019	230.00	0.00	Paid	Y 06/30/2019
7/11/2019	17950	DTE ENERGY TWP HALL JULY 2019 101-265-920.00		07/11/2019 BRENT KILPELA	08/02/2019	562.20	0.00	Paid	Y 07/15/2019
3018	17951	COMPLETE OUTDOOR SERVICES, INC. CEMETERY MAINT. (3 OF 8) 101-276-931.00		07/08/2019 BRENT KILPELA	07/23/2019	546.75	0.00	Paid	Y 07/15/2019
2242	17952	HURON CEMETERY MAINT INC JAMES RUDDLE SR 101-000-642.01		07/03/2019 BRENT KILPELA	08/02/2019	825.00	0.00	Paid	Y 07/15/2019
7/16/2019	17953	HOWELL PUBLIC SCHOOLS SUMMER 2019 TAXES 7/1/19 - 7/15/19 703-000-225.00		07/16/2019 BRENT KILPELA	07/16/2019	27,685.77	0.00	Paid	Y 07/16/2019
7/16/2019	17954	HOWELL PUBLIC SCHOOLS SUMMER 2019 TAXES 7/1/19 - 7/15/19 703-000-225.01		07/16/2019 BRENT KILPELA	07/16/2019	40,762.08	0.00	Paid	Y 07/16/2019
7/16/2019	17955	LIVINGSTON COUNTY TREASURER SUMMER 2019 TAXES 7/1/19 - 7/15/19 703-000-228.01		07/16/2019 BRENT KILPELA	07/16/2019	58,569.13	0.00	Paid	Y 07/16/2019
7/16/2019	17956	LIV EDUC SERVICE AGENCY SUMMER 2019 TAXES 7/1/2019 - 7/15/ 703-000-227.00		07/16/2019 BRENT KILPELA	07/16/2019	32,209.76	0.00	Paid	Y 07/16/2019
7/16/2019	17957	LIVINGSTON COUNTY TREASURER SUMMER 2019 TAXES 7/1/19 - 7/15/19 703-000-228.00		07/16/2019 BRENT KILPELA	07/16/2019	32,292.80	0.00	Paid	Y 07/16/2019
7/15/2019	17958	DTE ENERGY 2700 TOOLEY JULY 2019 592-442-920.00		07/15/2019 BRENT KILPELA	08/06/2019	139.44	0.00	Paid	Y 07/17/2019

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
73054 17959	WESTECH CLARIFIER PARTS 592-000-140.00	07/12/2019 BRENT KILPELA	08/11/2019	6,104.00	0.00	Paid	07/17/2019
0633200011 17960	HOWELL TOWNSHIP WATER USAGE AT WWTP 592-442-956.00	07/17/2019 BRENT KILPELA	08/15/2019	500.00	0.00	Paid	07/17/2019
SLS 10082070 17961	SWR/WTR FUND MACHINERY & EQUIPMENT WWTP MISCELLANEOUS EXPENSE	07/12/2019 BRENT KILPELA	08/11/2019	700.00	0.00	Paid	07/17/2019
L0054007329 17962	ALEXANDER CHEMICAL CORPORATION 20 BAGS OF SODA ASH 592-442-729.00	07/15/2019 JOHANNA B BRENT KILPELA	08/14/2019	1,309.55	0.00	Paid	06/30/2019
7/16/2019 17963	UNEMPLOYMENT INSURANCE AGENCY UNEMPLOYMENT WAGES 2018 (JOHANNA B 101-265-707.00	07/15/2019 BRENT KILPELA	08/07/2019	60.48	0.00	Paid	07/23/2019
854006222 17964	DTE ENERGY 271 E HIGHLAND DR JULY 2019 592-442-920.00	07/16/2019 BRENT KILPELA	08/05/2019	0.83	0.00	Paid	07/23/2019
517552195607 17965	AT&T LONG DISTANCE WWTP LONG DISTANCE JULY 2019 592-442-850.00	07/06/2019 BRENT KILPELA	08/02/2019	77.86	0.00	Paid	07/23/2019
37 17966	AT&T 517 552-1956 FOR JULY 2019 592-442-850.00	07/13/2019 BRENT KILPELA	08/19/2019	118,867.04	0.00	Paid	07/23/2019
80839 17967	MHOG WATER CONSUMPTION APR-JUNE 2019 592-441-803.00	07/19/2019 BRENT KILPELA	08/15/2019	59.55	0.00	Paid	07/23/2019
7072 17968	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	07/15/2019 BRENT KILPELA	08/18/2019	152,455.02	0.00	Paid	07/23/2019
17969	LIVINGSTON COUNTY ROAD COMMISSION OMOSSO ROAD PROJECT 204-000-801.00	07/19/2019 BRENT KILPELA	08/18/2019	152,455.02	0.00	Paid	07/23/2019
17969	JEAN GRAHAM CLERK EXPENSES 101-265-727.00	07/23/2019 BRENT KILPELA	07/23/2019	170.82	0.00	Paid	07/23/2019

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

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203764573255	17970	CONSUMERS ENERGY 1222 PACKARD DRIVE JULY 2019 592-442-922.00	WWTP NATURAL GAS EXPENSE	07/17/2019 BRENT KILPELA	08/13/2019	104.44	0.00	Paid	07/23/2019
7/23/2019	17971	WALLSIDE WINDOWS WINDOW REPLACEMENT 101-265-930.00	TWP HALL GROUNDS EQUIP	07/23/2019 BRENT KILPELA	08/23/2019	2,480.00	0.00	Paid	07/24/2019
7/23/2019	17972	LIVINGSTON COUNTY TREASURER MOBILE HOME FEES JULY 2019 701-000-239.00	TRUST MOBILE HOME TAX PAYABLE	07/23/2019 BRENT KILPELA	08/15/2019	762.50	0.00	Paid	07/24/2019
7/20/2019	17973	US POSTMASTER PERMIT #100 592-441-726.00	UTILITY BILLING POSTAGE EXPENSE	07/20/2019 BRENT KILPELA	09/30/2019	235.00	0.00	Paid	07/25/2019
80872	17974	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE	07/18/2019 BRENT KILPELA	08/18/2019	1,025.02	0.00	Paid	07/29/2019
150560912	17975	AT&T WWTP INTERNET AUG 2019 592-442-850.00	WWTP TELEPHONE EXPENSE	07/19/2019 BRENT KILPELA	08/09/2019	68.18	0.00	Paid	07/30/2019
517540696307	17976	AT&T 517 540-6963 FOR AUG 2019 592-442-850.00	WWTP TELEPHONE EXPENSE	07/22/2019 BRENT KILPELA	08/12/2019	53.83	0.00	Paid	07/30/2019
517540124107	17977	AT&T 517 540-1241 FOR AUG 2019 592-442-850.00	WWTP TELEPHONE EXPENSE	07/22/2019 BRENT KILPELA	08/12/2019	92.50	0.00	Paid	07/30/2019
517546516007	17978	AT&T 517 546-5160 FOR AUG 2019 592-442-850.00	WWTP TELEPHONE EXPENSE	07/22/2019 BRENT KILPELA	08/12/2019	72.80	0.00	Paid	07/30/2019
517546349607	17979	AT&T 517 546-3496 FOR AUG 2019 592-442-850.00	WWTP TELEPHONE EXPENSE	07/22/2019 BRENT KILPELA	08/12/2019	291.22	0.00	Paid	07/30/2019
517540695207	17980	AT&T 517 540-6952 FOR AUG 2019 592-442-850.00	WWTP TELEPHONE EXPENSE	07/22/2019 BRENT KILPELA	08/12/2019	72.54	0.00	Paid	07/30/2019

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

08/01/2019 02:17 PM
 User: BRENT KILPELA
 DB: Howell Twp
 Vendor
 Inv Num
 Inv Ref#
 Description
 GL Distribution

Inv Num	Inv Ref#	Vendor	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
S6-16678	17981	CUMMINS BRIDGEWAY, LLC LAMBERT STATION SERVICE 592-442-801.00	03/07/2019 BRENT KILPELA WWTP CONTRACTED SERVICES EXPENSE	06/30/2019	819.01	0.00	Paid	Y 06/30/2019
115286	17982	CRAMPTON ELECTRIC CO INC INSTALL NEW AIR MAKER MOTOR 592-442-801.00	07/23/2019 BRENT KILPELA WWTP CONTRACTED SERVICES EXPENSE	08/22/2019	5,225.00	0.00	Paid	Y 07/30/2019
53035721	17983	UIS SCADA SERVICE CALL 592-442-801.00	07/25/2019 BRENT KILPELA WWTP CONTRACTED SERVICES EXPENSE	08/24/2019	429.00	0.00	Paid	Y 07/30/2019
8374881	17984	CSX TRANSPORTATION PIPELINE 2 YEAR FEE 9/21/19 - 9/20 592-442-956.00	07/19/2019 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	09/22/2019	564.68	0.00	Paid	Y 07/30/2019
196977	17985	SPICER GROUP BD Bond Refund 101-000-203.00	07/30/2019 BRENT KILPELA BSP18-0011	08/06/2019	1,840.50	0.00	Paid	Y 07/30/2019
000978540977	17986	MUTUAL OF OMAHA INSURANCE COMPANY TWP HALL AUG 2019 101-265-721.00	07/19/2019 BRENT KILPELA TWP HALL LIFE INSURANCE EXPENSE	08/01/2019	213.00	0.00	Paid	Y 07/30/2019
287282886379	17987	AT&T ASSESSING TABLET 101-209-727.00	07/19/2019 BRENT KILPELA ASSESSING SUPPLIES EXPENSE	08/12/2019	23.55	0.00	Paid	Y 07/30/2019
7/22/2019	17988	COMCAST AUGUST 2019 101-265-850.00	07/22/2019 BRENT KILPELA TWP HALL TELEPHONE EXPENSE	08/12/2019	285.33	0.00	Paid	Y 07/30/2019
206167308800	17989	CONSUMERS ENERGY TWP HALL AUG 2019 101-265-922.00	07/18/2019 BRENT KILPELA TWP HALL NATURAL GAS EXPENSE	08/14/2019	22.09	0.00	Paid	Y 07/30/2019
1547	17990	CULVER EXCAVATING INC ALLEN ROAD PROJECT 204-000-801.00	07/22/2019 BRENT KILPELA ROAD IMPROVEMENT EXPENSE	08/22/2019	44,921.86	0.00	Paid	Y 06/30/2019
3618A	17991	SHARPE'S OUTDOOR SERVICES LAWN MAINTENANCE 2018-2019 101-265-931.00	07/30/2019 BRENT KILPELA TWP HALL GROUNDS CARE EXPENSE	08/01/2019	2,045.70	0.00	Paid	Y 06/30/2019

Vendor	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3619A 17992 SHARPE'S OUTDOOR SERVICES SNOW REMOVAL 2018-2019 101-276-931.00 101-265-932.00 TWP HALL SNOW REMOVAL EXPENSE	07/30/2019 BRENT KILPELA	08/01/2019	1,725.00	0.00	Paid	Y 06/30/2019
517540694707 17993 AT&T 517 540-6947 FOR AUG 2019 592-442-850.00 WWTP TELEPHONE EXPENSE	07/22/2019 BRENT KILPELA	08/12/2019	68.91	0.00	Paid	Y 07/31/2019
8/1/2019 17994 LIVINGSTON COUNTY TREASURER DOG LICENSES 701-000-238.00 TRUST DUE TO COUNTY DOG LICENSE	08/01/2019 BRENT KILPELA	08/01/2019	96.00	0.00	Paid	Y 08/01/2019
8/1/2019 17995 HOWELL PUBLIC SCHOOLS 2019 SUMMER TAXES 7/16/19 - 7/31/19 703-000-225.00 TAX DUE TO HOWELL SCHLS DEBT SUMMER	08/01/2019 BRENT KILPELA	08/15/2019	68,465.84	0.00	Paid	Y 08/01/2019
8/1/2019 17996 HOWELL PUBLIC SCHOOLS 2019 SUMMER TAXES 7/16/19 - 7/31/2 703-000-225.01 TAX DUE TO HOWELL SCHLS OPER SUMMER	08/01/2019 BRENT KILPELA	08/15/2019	178,525.80	0.00	Paid	Y 08/01/2019
8/1/2019 17997 FOWLerville SCHOOLS 2019 SUMMER TAXES 7/16/19 - 7/31/1 703-000-226.00 TAX DUE TO FOWL SCHLS OPER SUMMER	08/01/2019 BRENT KILPELA	08/15/2019	3,367.80	0.00	Paid	Y 08/01/2019
8/1/2019 17998 LIVINGSTON COUNTY TREASURER 2019 SUMMER TAXES 7/16/19 - 7/31/1 703-000-228.01 TAX DUE TO COUNTY SET SUMMER	08/01/2019 BRENT KILPELA	08/15/2019	129,521.14	0.00	Paid	Y 08/01/2019
8/1/2019 17999 LIV EDUC SERVICE AGENCY 2019 SUMMER TAXES 7/16/19 - 7/31/1 703-000-227.00 TAX DUE TO LESA SUMMER	08/01/2019 BRENT KILPELA	08/15/2019	75,948.23	0.00	Paid	Y 08/01/2019
8/1/2019 18000 LIVINGSTON COUNTY TREASURER 2019 SUMMER TAXES 7/16/19 - 7/31/19 703-000-228.00 TAX DUE TO COUNTY SUMMER	08/01/2019 BRENT KILPELA	08/15/2019	76,144.18	0.00	Paid	Y 08/01/2019
# of Invoices:	107	# Due:	0	Totals:	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	
Net of Invoices and Credit Memos:			1,157,979.80	0.00		

1,157,979.80
 Agrees with Check Register BK

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
---	TOTALS BY FUND ---						
101	GENERAL FUND			29,299.36	0.00		
204	ROAD FUND			197,376.88	0.00		
592	SWR/WTR			204,307.37	0.00		
701	TRUST & AGENCY			3,503.66	0.00		
703	TAX FUND			723,492.53	0.00		
---	TOTALS BY DEPT/ACTIVITY ---						
000	OTHER			937,047.57	0.00		
101	TOWNSHIP BOARD			230.00	0.00		
209	ASSESSING			47.10	0.00		
247	BOARD OF REVIEW			32.74	0.00		
265	TOWNSHIP HALL			10,743.75	0.00		
268	TOWNSHIP AT LARGE			10,493.52	0.00		
276	CEMETERY			796.75	0.00		
400	PLANNING COMMISSION			385.00	0.00		
441	UTILITY BILLING			119,102.04	0.00		
442	WWTP			78,851.33	0.00		
853	SEWER 7			250.00	0.00		

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
07/08/2019	GEN	101001623(E)	AT&T	23.55
07/08/2019	GEN	17256	CAREFREE MAINTENANCE CO.	230.00
07/08/2019	GEN	17257	CINTAS CORPORATION #725	71.24
07/08/2019	GEN	17258	CULLIGAN WATER	43.74
07/08/2019	GEN	17259	DTE ENERGY	360.02
07/08/2019	GEN	17260	MICRO WORKS COMPUTING, INC	75.00
07/08/2019	GEN	17261	JOSEPHINE MODRACK	129.97
07/08/2019	GEN	17262	NETWORK SERVICES GROUP, LLC	400.00
07/08/2019	GEN	17263	HOWELL TOWNSHIP PETTY CASH	72.93
07/23/2019	GEN	101001624(E)	DTE ENERGY	562.20
07/23/2019	GEN	101001625(E)	HURON CEMETERY MAINT INC	825.00
07/23/2019	GEN	17264	CARLISLE WORTMAN ASSOC, INC.	3,352.50
07/23/2019	GEN	17265	COMPLETE OUTDOOR SERVICES, INC.	546.75
07/23/2019	GEN	17266	FAHEY SCHULTZ BURZYCH RHODES	10,133.50
07/23/2019	GEN	17267	JEAN GRAHAM	170.82
07/23/2019	GEN	17268	LIVINGSTON COUNTY ROAD COMMISSION	152,455.02
07/23/2019	GEN	17269	LIVINGSTON DAILY PRESS & ARGUS	230.00
07/23/2019	GEN	17270	MASTER MEDIA	164.90
07/23/2019	GEN	17271	SPICER GROUP	937.50
07/23/2019	GEN	17272	UNEMPLOYMENT INSURANCE AGENCY	1,309.55
08/01/2019	GEN	101001626(E)	AT&T	23.55
08/01/2019	GEN	101001627(E)	COMCAST	285.33
08/01/2019	GEN	101001628(E)	CONSUMERS ENERGY	22.09
08/01/2019	GEN	17273	CULVER EXCAVATING INC	44,921.86
08/01/2019	GEN	17274	MASTER MEDIA	1,025.02
08/01/2019	GEN	17275	MUTUAL OF OMAHA INSURANCE COMPANY	213.00
08/01/2019	GEN	17276	SHARPE'S OUTDOOR SERVICES	3,770.70
08/01/2019	GEN	17277	SPICER GROUP	1,840.50
08/01/2019	GEN	17278	WALLSIDE WINDOWS	2,480.00

GEN TOTALS:

Total of 29 Checks:	226,676.24
Less 0 Void Checks:	0.00
Total of 29 Disbursements:	226,676.24

Bank T&A TRUST & AGENCY CHECKING

07/15/2019	T&A	3422	HOWELL AREA FIRE AUTHORITY	119.64
07/15/2019	T&A	3423	HOWELL CARNEGIE LIBRARY	86.70
07/15/2019	T&A	3424	HOWELL PUBLIC SCHOOLS	423.46
07/15/2019	T&A	3425	HOWELL PUBLIC SCHOOLS	509.13
07/15/2019	T&A	3426	LIV EDUC SERVICE AGENCY	150.89
07/15/2019	T&A	3427	LIVINGSTON COUNTY TREASURER	539.84
07/15/2019	T&A	3428	LIVINGSTON COUNTY TREASURER	55.50
07/15/2019	T&A	3429	LIVINGSTON COUNTY TREASURER	760.00
08/01/2019	T&A	3430	LIVINGSTON COUNTY TREASURER	762.50
08/01/2019	T&A	3431	LIVINGSTON COUNTY TREASURER	96.00

T&A TOTALS:

Total of 10 Checks:	3,503.66
Less 0 Void Checks:	0.00
Total of 10 Disbursements:	3,503.66

Bank TAX TAX CHECKING

07/16/2019	TAX	5268	HOWELL PUBLIC SCHOOLS	27,685.77
07/16/2019	TAX	5269	HOWELL PUBLIC SCHOOLS	40,762.08
07/16/2019	TAX	5270	LIV EDUC SERVICE AGENCY	32,209.76
07/16/2019	TAX	5271	LIVINGSTON COUNTY TREASURER	58,569.13
07/16/2019	TAX	5272	LIVINGSTON COUNTY TREASURER	32,292.80
08/01/2019	TAX	5273	FOWLerville SCHOOLS	3,367.80
08/01/2019	TAX	5274	HOWELL PUBLIC SCHOOLS	68,465.84
08/01/2019	TAX	5275	HOWELL PUBLIC SCHOOLS	178,525.80
08/01/2019	TAX	5276	LIV EDUC SERVICE AGENCY	75,948.23
08/01/2019	TAX	5277	LIVINGSTON COUNTY TREASURER	129,521.14
08/01/2019	TAX	5278	LIVINGSTON COUNTY TREASURER	76,144.18

TAX TOTALS:

Total of 11 Checks:	723,492.53
Less 0 Void Checks:	0.00
Total of 11 Disbursements:	723,492.53

Bank UTYCK UTILITY CHECKING

Check Date	Bank	Check	Vendor Name	Amount
07/15/2019	UTYCK	2523	CUMMINS BRIDGEWAY, LLC	3,977.86
07/15/2019	UTYCK	2524	INFRAMARK, LLC	49,310.15
07/15/2019	UTYCK	2525	MASTERFLOW	200.00
07/15/2019	UTYCK	2526	RANDY'S SERVICE STATION	1,501.45
07/15/2019	UTYCK	2527	U. S. BANK	250.00
07/15/2019	UTYCK	2528	USA BLUEBOOK	770.96
07/15/2019	UTYCK	590002893 (E)	AT&T	82.76
07/15/2019	UTYCK	590002894 (E)	CONSUMERS ENERGY	99.41
07/15/2019	UTYCK	590002895 (E)	CONSUMERS ENERGY	185.57
07/15/2019	UTYCK	590002896 (E)	DTE ENERGY	115.53
07/15/2019	UTYCK	590002897 (E)	DTE ENERGY	335.95
07/15/2019	UTYCK	590002898 (E)	DTE ENERGY	95.51
07/15/2019	UTYCK	590002899 (E)	DTE ENERGY	8,104.01
07/15/2019	UTYCK	590002900 (E)	DTE ENERGY	259.35
07/15/2019	UTYCK	590002901 (E)	DTE ENERGY	326.11
07/15/2019	UTYCK	590002902 (E)	DTE ENERGY	258.24
07/15/2019	UTYCK	590002903 (E)	DTE ENERGY	87.75
07/15/2019	UTYCK	590002904 (E)	KENNEDY INDUSTRIES INC	3,800.00
08/01/2019	UTYCK	2529	ALEXANDER CHEMICAL CORPORATION	700.00
08/01/2019	UTYCK	2530	AT&T LONG DISTANCE	0.83
08/01/2019	UTYCK	2531	CSX TRANSPORTATION	564.68
08/01/2019	UTYCK	2532	CUMMINS BRIDGEWAY, LLC	819.01
08/01/2019	UTYCK	2533	HOWELL TOWNSHIP	500.00
08/01/2019	UTYCK	2534	MHOG	118,867.04
08/01/2019	UTYCK	2535	UIS SCADA	429.00
08/01/2019	UTYCK	2536	US POSTMASTER	235.00
08/01/2019	UTYCK	2537	WESTECH	6,104.00
08/01/2019	UTYCK	590002905 (E)	AT&T	77.86
08/01/2019	UTYCK	590002906 (E)	AT&T	68.18
08/01/2019	UTYCK	590002907 (E)	AT&T	53.83
08/01/2019	UTYCK	590002908 (E)	AT&T	92.50
08/01/2019	UTYCK	590002909 (E)	AT&T	72.80
08/01/2019	UTYCK	590002910 (E)	AT&T	291.22
08/01/2019	UTYCK	590002911 (E)	AT&T	72.54
08/01/2019	UTYCK	590002912 (E)	AT&T	68.91
08/01/2019	UTYCK	590002913 (E)	CONSUMERS ENERGY	104.44
08/01/2019	UTYCK	590002914 (E)	CRAMPTON ELECTRIC CO INC	5,225.00
08/01/2019	UTYCK	590002915 (E)	DTE ENERGY	139.44
08/01/2019	UTYCK	590002916 (E)	DTE ENERGY	60.48

UTYCK TOTALS:

Total of 39 Checks:	204,307.37
Less 0 Void Checks:	0.00
Total of 39 Disbursements:	204,307.37

REPORT TOTALS:

Total of 89 Checks:	1,157,979.80
Less 0 Void Checks:	0.00
Total of 89 Disbursements:	1,157,979.80

Agrees with Invoice Register BK