

## HOWELL TOWNSHIP BOARD MEETING

3525 Byron Road  
Howell, MI. 48855  
December 13, 2021  
6:30 pm

1. Call to Order:
2. Roll Call:      Mike Coddington      ( )      Jeff Smith      ( )  
                         Jean Graham              ( )      Harold Melton      ( )  
                         Jonathan Hohenstein      ( )      Mike Newstead      ( )  
                         Matthew Counts              ( )
3. Pledge of Allegiance:
4. Call to the Board:
5. Approval of the Minutes:  
    A. Regular Board Meeting November 22, 2021
6. Correspondence:
7. Call to the Public:
8. Unfinished Business:  
    A. Roads
9. New Business:  
    A. American Fund Pension Plan  
    B. Budget Update – Brent Kilpela  
    C. Howell Planning & Zoning Commission  
    D. Connection Fees for Sewer & Water
10. 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. Adjournment:

# **AGENDA ITEM**

**5A**

**HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES**  
3525 Byron Road  
Howell, MI 48855  
November 22, 2021  
6:00 P.M.

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee (Arrival Time 6:10pm)
Mike Newstead	Trustee
Jeff Smith	Trustee (Arrival Time 6:25pm)

**MEMBERS ABSENT:**

Supervisor Coddington called the meeting to order at 6:00 p.m.

All rose for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

November 22, 2021

**MOTION** by Counts, seconded by Hohenstein, **"TO APPROVE THE NOVEMBER 22, 2021 AGENDA AS AMENDED: ADD MI SIGNAL'S METRO ACT UNDER 8G."** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

October 11, 2021

REGULAR BOARD MEETING MINUTES

**MOTION** by Hohenstein, seconded by Newstead, **"TO APPROVE THE OCTOBER 11, 2021 REGULAR MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

**CORRESPONDENCE:**

None

**CALL TO THE PUBLIC:**

No Response

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

A. HAPRA Budget

Tim Church, Executive Director of the Howell Recreation presented the HAPRA 2022 proposed budget and participation counts to the Board. It was noted that access to Howell City Park and the boat launch were removed from the budget this year as HAPRA no longer has an agreement with Howell City.

B. REZONING REQUEST

A copy of the Livingston County Planning Department Review for Rezoning Z-31-21 and Z-32-21 and Livingston County Planning Commission Meeting Minutes for the October 20, 2021 Meeting presented to the Board for review.

1. Request Z-31-21 NSC to OS

Legacy Realty LLC/Lake Trust Credit Union 4706-26-100-035

Rezone from neighborhood service commercial (NSC) to office service district (OS). Borek Jennings Funeral Home would like to purchase this parcel for funeral home use. Mr. Borek from Borek Jennings Funeral Home was present to answer questions and discussion followed. **MOTION** by Graham, seconded by Newstead, **"TO PASS THE REQUEST TO CHANGE IT FROM NSC TO OS."** Discussion followed. Motion carried.

2. Request Z-32-21 I to IFZ

Jeremy Kratt/R&K II, LLC 1684 Hydraulic Drive 4706-28-100-052

Rezone from Industrial (I) to Industrial Flex Zone (IFZ). The proposed future use would be an indoor and outdoor storage facility. Parcel contains 21 acres and is in the process of being split. Discussion followed. **MOTION** by Hohenstein, seconded by Counts, **"TO ACCEPT THE REZONING FOR CASE NUMBER Z-32-21 WITH THE CONDITION THAT THE LAND BE SPLIT BEFORE THE REZONING TAKES PLACE"** Discussion followed. Motion carried.

C. SPECIAL USE PERMITS

1. PC-2021-08

Special use permit for outside RV storage, with the conditions that contractor operations are not allowed, and that screening is provided along I-96. Mr. Dave Hughes from Pirates Cove Storage was present to answer questions and discussion followed. **MOTION** by Newstead, seconded by Hohenstein, Jeff Smith sustained **"TO ACCEPT THE SPECIAL USE FOR CASE NUMBER PC-2021-08."** Discussion followed. Motion carried.

2. PC-2021-09

Special use permit to allow a day care with 7-12 children. Mr. and Mrs. Balog, owners of Balog Day Care, were present to answer several questions including fencing and drop off times. Discussion followed. **MOTION** by Graham, seconded by Melton, **"TO ACCEPT PC-2021-09 FOR THE DAY CARE TO ALLOW 7-12 CHILDREN."** Discussion followed. Motion carried.

3. PC-2021-10

Special use permit for a funeral home. Mr. Borek from Borek Jennings Funeral Home was present to answer questions and discussion followed. **MOTION** by Graham, seconded by Hohenstein, **"TO ACCEPT THE SPECIAL USE PERMIT FOR PC-2021-10 FOR THE FUNERAL HOME."** Discussion followed. Motion carried.

**MOTION** by Hohenstein, seconded by Counts, **“TO MOVE METRO ACT DISCUSSION TO 8D.”**  
Discussion followed. Motion carried.

D. METRO ACT

MiSignal's METRO Act Permit Application- Treasurer, Hohenstein explained to the board that the Township has 45 days to act on the METRO Act Application which allows MiSignal to run their lines through the Township at their own cost. A \$10,000 Bond/Liability Insurance was needed in case something was disturbed or damaged while MiSignal places their lines. **MOTION** by Hohenstein, seconded by Graham, **“I MOVE TO APPROVE MISIGNAL'S METRO ACT PERMIT APPLICATION RECEIVED BY THE TOWNSHIP ON OCTOBER 14, 2021 WITH THE CONDITION THAT MISIGNAL POSTS A BOND CONSISTANT WITH MCL 482.3115 IN THE AMOUNT OF \$10,000.00 TO ENSURE THAT THE PUBLIC RIGHT-OF-WAY IS RETURNED TO ITS ORIGINAL CONDITION DURING AND AFTER MISIGNAL'S ACCESS AND USE, AND THAT THE TOWNSHIP BOARD FURTHER DESIGNATE AND DIRECT WITH THE TOWNSHIP TREASURER, WITH THE HELP OF THE TOWNSHIP ATTORNEY TO CONFIRM THAT MISIGNAL SECURES THE SAME.”** Discussion followed. Motion carried.

E. PROPOSED ROAD PROJECTS

Treasurer Hohenstein presented meeting minutes to the Board from the October 26, 2021 meeting he held with Assessor Kilpela, Jodie Tedesco and Robert Daavettila from the Livingston County Road Commission.

- Burkhart Road – Grand River Avenue to Crandall Road  
Livingston County Road Commission was not happy with the quality of the chip and seal work done on Burkhart Road. The Road Commission would like to do an asphalt overlay to correct the situation. They are asking that the township pay \$272,020.00 into the project and the Road Commission will pay \$357,980.00. Normally the Township and Road Commission split the cost of such projects, but due to the quality of work done prior, L.C.R.C is willing to pick up a larger portion of the asphalt overlay. **MOTION** by Counts, seconded by Graham, **“TO ACCEPT ROAD PROJECT FOR BURKHART ROAD: GRAND RIVER TO CRANDALL IN THE AMOUNT OF \$272,020.00”** Discussion followed. Motion carried.
- Oak Grove Road- Board decided to put the Oak Grove Road project on hold.
- Bridge Repair- Board was informed of the repair work needed on the Marr Road Bridge.
- Mason Road- Board was informed of the work needed on Mason Road.

Trustee Counts asked Treasurer Hohenstein to work with the Livingston County Road Commission to evaluate all roads in Howell Township, create a list of which roads need work and to prioritize the work needed. He would like Mr. Hohenstein to present this list to the Board at the December 2021 meeting.

F. HOWELL PLANNING COMMISSION

Clerk Graham asked the Board to reappoint Ms. Markham to the Howell Township Planning Commission for the term beginning January 1, 2022 and ending December 31, 2025. **MOTION** by Graham, seconded by Counts, **“TO ACCEPT MS. MARKHAM TO THE HOWELL TOWNSHIP PLANNING COMMISSION FOR A TERM BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2025”** Discussion followed. Motion carried.

G. HUMAN RESOURCES

Treasurer Hohenstein presented to the Board a list of proposed changes for employee compensation from the Human Resource Committee meeting held on November 2, 2021. The Human Resource and

Procedures Manual is under review by the Township's attorneys. It was noted that the Committee felt these changes were needed in an effort to remain competitive when hiring new employees and retaining employees. **MOTION** by Hohenstein, seconded by Melton, **"I MOVE TO ACCEPT THE HUMAN RESOURCES COMMITTEE RECOMMENDATIONS AS PRESENTED."** Discussion followed. Motion carried.

**REPORTS:**

**B. TREASURER:**

- Rainbow Construction- Current Lawsuit has been dismissed.
- Oakland Tactical-December 9, 2021 case has been moved to Cleveland, OH and Treasurer, Hohenstein will attend to hear the oral argument.
- DTE- Howell Township has received a check from DTE to reimburse the Township for repairs to the Township lawn from their trucks.
- MTA Class- Treasurer Hohenstein attended a class through MTA on tax collection. **MOTION** by Graham, seconded by Newstead, **"TO PAY TREASURER, HOHENSTEIN \$25.00 FOR THE MTA CLASS THAT YOU TOOK"** Discussion followed. Motion carried.

**C. CLERK:**

- EMS CONTRACT  
Howell Township has received a contract from the Livingston County EMS to hold elections for all three precincts at their complex. The contract has been reviewed by the Township's attorney. The contract will allow the Township access to rooms for three days for the purpose of holding elections for a fee of \$100.00 per election. New Voter ID cards will have to be sent out due to the new polling locations and precinct changes due to the last US Census in the near future. Absentee Voting Board will still be held at the Township Hall. **MOTION** by Hohenstein, seconded by Melton, **"TO ACCPET THE POLLING PLACE LEASING AGREEMENT WITH LIVINGSTON COUNTY AS PRESENTED"** Discussion followed. Motion carried.
- UNITED OF OMAHA LIFE INSURANCE COMPANY  
Clerk Graham reviewed with the Board of how the beneficiary designation works with United Of Omaha Life Insurance Company.

**D. ZONING:**

See Zoning Administrator Daus's Monthly Permit report for Board review.

**E. ASSESSING:**

See Assessor Kilpela's Monthly Activity Report for October 2021 for Board review.

**F. FIRE AUTHORITY:**

- Howell Fire Department, Station 20 has been given approval to order a new rescue engine which should be delivered in 22-24 months.
- The attorney contract has been renewed with Mr. Kevin Gentry with no increase.
- COVID-19 Funds will be issued to the Fire Fighters evenly for the work they did.

**G. MHOG:**

- MHOG now has meters but they do not have MXU devices.
- Oceola Township tower painting is now completed.

- A 4 year capital improvement project list was created and is under review and how they will pay for these project.
- Chestnut Development on Mason road has been pumping water improperly onto MHOG Property. A cease and desist letter has been sent to them.
- Padnos – Howell City approved the plans for Padnos to build a car shredder and told them to go to MHOG to get the needed water for the operation. MHOG denied water use to Padnos as the City is not part of MHOG. Padnos is now suing MHOG over the water issue.

H. PLANNING COMMISSION:

- Econo Print Invoice for the Master Plan Survey Card mailing.  
**MOTION** by Counts, seconded by Smith, **“TO APPROVE ECONO PRINT'S INVOICE OF \$1,553.57 FOR PUTTING THE CARDS OUT FOR THE MASTER PLAN.”** Discussion followed. Motion carried.
- Left Turn light is in place on Oak Grove Road.

J. WWTP:

- Inframark has hired a new Plant Manager/Operator, Jason Hall. Mr. Hall is only temporarily assigned to Howell Township. Mr. Hall has done a review of the operations and has found many issues that need to be addressed.
- Use MHOG rather than purchase a pumping system for the Waste Water Treatment Plant. **MOTION** by Counts, seconded by Hohenstein, **“TO APPROVE CSM MECHANICAL TO HOOK WATER SYSTEM TO MHOG WATER NOT TO EXCEED \$9,000.00.”** Discussion followed. Motion carried.
- A leak was found on the generator located at the Lambert Drive Lift Station. Due to the emergency nature of the leak, Cummins Sales and Service was hired to fix the issue. **MOTION** by Counts, seconded by Newstead, **“TO ACCEPT THE EMERGENCY WORK DONE BY CUMMINS TO THE LAMBERT DRIVE GENERATOR AS PRESENTED.”** Discussion followed. Motion carried.
- Several pump stations have uneven run times between the pumps. This is currently being looked into by Jason Hall. Mr. Counts requested that for the December Board meeting he would like a status report on all the pump stations and uneven times and what the plan is to fix them.
- A discussion was held on the Mercury violation and it is believed they will not be an issue in the future.
- LIFT STATIONS- **MOTION** by Counts, seconded by Hohenstein, **“TO APPROVE FOR KENNEDY BID TO INSTALL THE KISM SYSTEM ON REMAINING LIFT STATIONS IN THE AMOUNT OF \$18,405.00.”** Discussion followed. Motion carried.
- Burkhart Ridge pump station clean up completed but new floats are needed. **MOTION** by Hohenstein, seconded by Counts, **“MOVE TO APPROVE WORK DONE BY M & K AT THE BURKHART RIDGE PUMP STATION.”** Discussion followed. Motion carried.
- A new updated UV lighting system is needed. Currently only 1 bank of UV lights are working out of the three. Repair work is needed now prior to purchasing a new updated lighting system. **MOTION** by Counts, seconded by Milton, **“TO APPROVE THE REQUESTED QUOTE FOR THE UV SYSTEM BOTH FOR ULTRA TECH AND FOR UIS AS PRESENTED.”** Discussion followed. Motion carried.
- The headworks building heaters inducer is no longer working. **MOTION** by Hohenstein, seconded by Smith, **“TO REPLACE AN INDUCER AS QUOTED FROM SCHUTZ NOT TO EXCEED \$949.90 AS PRESENTED.”** Discussion followed. Motion carried.

K. HAPRA:

Clerk Graham reviewed the October 19, 2021 Howell Park and Recreation Meeting Minutes. Many new holiday events have been planned, please see web site for updates.

L. PROPERTY COMMITTEE

Treasurer Hohenstein reported on the following items:

- Heritage Square PUD., Burkhart & Mason Road-Addendum to Land Purchase Agreement. The NW corner 25 acres had been dedicated for a park. This addendum eliminates the park land and allows the entire piece to be included in the purchase.
- **MOTION** by Graham, seconded by Hohenstein, **"TO ACCEPT THE ADDENDUM TO THE PURCHASE AGREEMENT TO REMOVE THE PARK LAND PROPERTY FROM THE AGREEMENT"** Discussion followed. Motion carried.

CALL TO THE PUBLIC:

No Response

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

**MOTION** by Hohenstein, seconded by Milton, to **"TO APPROVE THE REGULAR DISBURSEMENTS AS PRESENTED AND ANY NORMAL AND CUSTOMARY PAYMENTS FOR THE MONTH."** Motion carried.

ADJOURNMENT: **MOTION** by Newstead, seconded by Counts, **"TO ADJOURN."** Motion carried. The meeting adjourned (8:10 pm)

As Presented: \_\_\_\_\_

\_\_\_\_\_  
Howell Township Clerk

As Amended: \_\_\_\_\_

Jean Graham

As Corrected: \_\_\_\_\_

\_\_\_\_\_  
Mike Coddington

Howell Township Supervisor

Dated: \_\_\_\_\_

\_\_\_\_\_  
Teresa Murrish, Recording Secretary



# **AGENDA ITEM**

**8A**

**Township Roads**  
November 2021

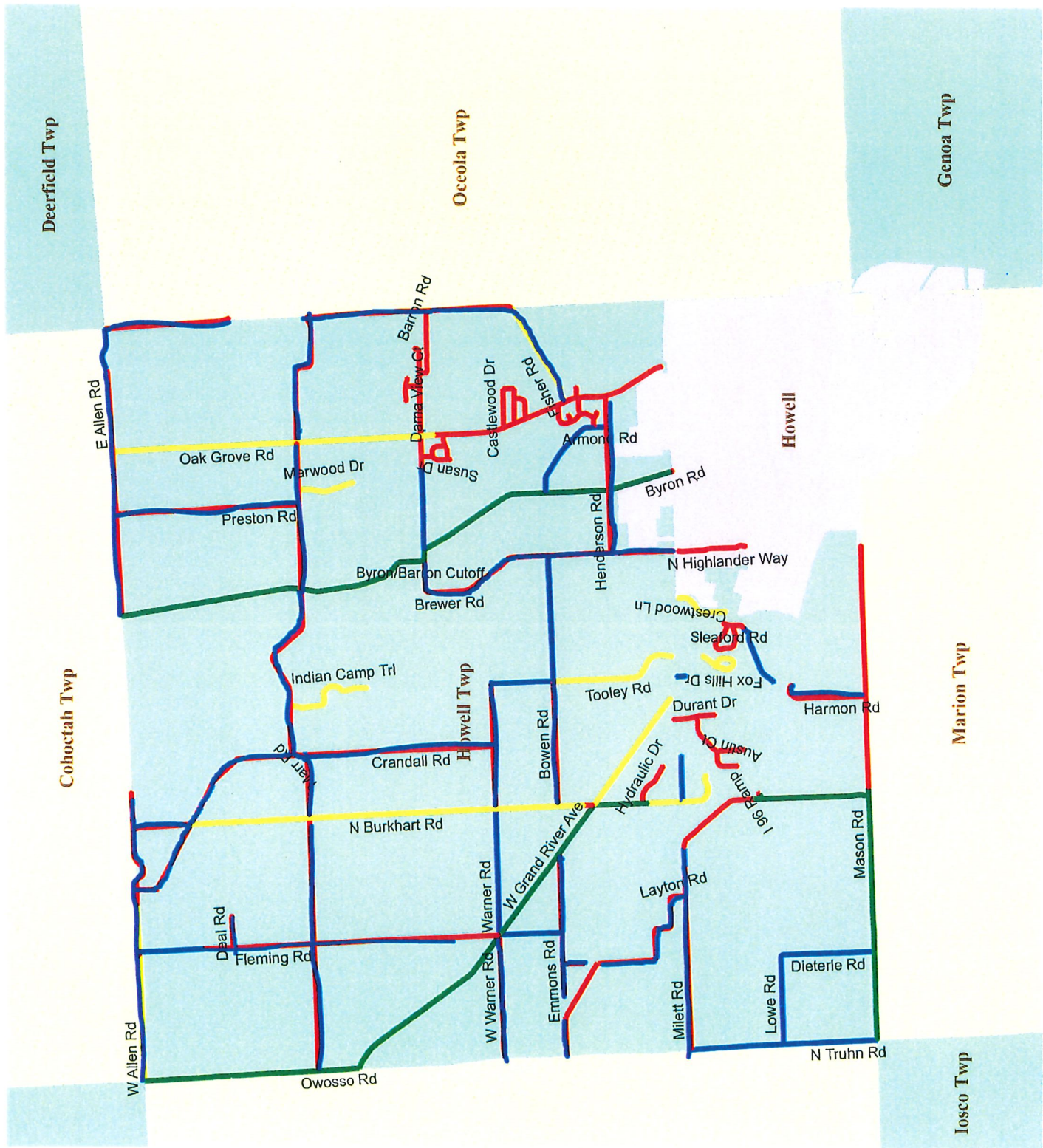
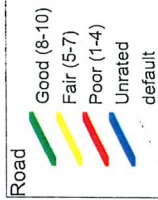
**Road Conditions**

At the November 22, 2021 Board meeting the Board requested that I work with the Livingston County Road Commission (LCRC) to determine the condition of the Township's roads. Attached is a map from LCRC indicating the condition of the roads as of October 2021. All of the gravel roads are unrated. At the November Board meeting the Board:

1. Approved to re-do Burkhart Road from Grand River Avenue to Burkhart Road
2. Denied the project on Oak Grove Road from Henderson to Barron
3. Was made aware of the need for bridge work on Mason Road before the remainder of Mason Road would be re-done

Respectfully submitted,  
Jonathan Hohenstein

# Livingston (County)



# **AGENDA ITEM**

**9A**

## **Howell Township**

### **Current Plan:**

Money Purchase

15% ER Contribution

EE Contribution Not Allowed

Third Party Admin - Doreen

### **Proposed 457b Plan:**

15% ER Contribution

EE Contribution Allowed

ER and EE Contribution Cannot Exceed

\$20,500 For Age 49 and Under

\$27,000 For Age 50 and Older

Third Party Admin - Doreen

Pre-Tax and Roth Contributions Allowed

**TPA Fees:** About same As Current Plan, \$1250/yr

**Current Plan Assets:** \$853,000

R2 Shares

American Funds

# **AGENDA ITEM**

**9C**

# Howell Township

3525 Byron Road • Howell, MI 48855  
Phone: (517) 546-2817 • Fax (517) 546-1483  
www.howelltownshipmi.org



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## Memorandum

To: Howell Township Board

From: Jean Graham, Howell Township Clerk

Date: December 13, 2021

Re: Howell Township Planning Commission Position

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Wayne Williams joined the Howell Township Planning Commission on January 1, 2019. Mr. William's current term will be ending December 31, 2021. I respectfully ask the board to reappoint Mr. Williams to the Howell Township Planning Commission for the term beginning January 1, 2022 and ending December 31, 2025.

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# Howell Township

3525 Byron Road • Howell, MI 48855  
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## Memorandum

To: Howell Township Board

From: Jean Graham, Howell Township Clerk

Date: December 13, 2021

Re: Howell Township Planning Commission Position

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Glen Miller joined the Howell Township Planning Commission on January 14, 2020. Mr. Miller's current term will be ending December 31, 2021. I respectfully ask the board to reappoint Mr. Miller to the Howell Township Planning Commission for the term beginning January 1, 2022 and ending December 31, 2025.

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# Howell Township

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## Memorandum

To: Howell Township Board

From: Jean Graham, Howell Township Clerk

Date: December 13, 2021

Re: Howell Township Zoning Board of Appeals Position

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Tim Boal joined the Howell Township Zoning Board of Appeals on January 15, 2020. Mr. Boal's current term will be ending December 31, 2021. I respectfully ask the board to reappoint Mr. Boal to the Howell Township Zoning Board of Appeals for the term beginning January 1, 2022 and ending December 31, 2025.

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# **AGENDA ITEM**

**9D**

**Connection Fees for Sewer and Water  
December 2021**

Howell Township's connection fees for 2021 are:

Sewer - \$5,000

Water - \$5,000 + \$3,500 MHOG connection fee for any previously unassessed connection

If the Board takes no action the Township's connection fees will increase by 5% on January 1<sup>st</sup> 2022. The connection fee would then be \$5,250; the MHOG connection fee is not affected by the Board's action.

Respectfully submitted,  
Jonathan Hohenstein

# **AGENDA ITEM**

**10C**

October 10<sup>th</sup> 2022 Board Meeting needs to Change due to Federal Holiday

Is the New date of **Tuesday October 11<sup>th</sup>, 2022** acceptable?

# **AGENDA ITEM**

**10D**

**ADDRESS ASSIGNMENT**

Permit #	Contractor	Job Address	Fee Total
PA21-015	RUSSO JOHN A AND LISA M	3211 RIVERTON DR	\$25.00
<b>Work Description:</b> AT THE END OF RIVERTON DR, EAST OF CRANDALL RD.			
PA21-016	BACON CHRISTOPHER	2295 MARR	\$25.00
<b>Work Description:</b> ON THE SOUTH SIDE OF MARR ROAD WEST OF BYRON ROAD.			

**Total Permits For Type: 2**  
**Total Fees For Type: \$50.00**

**MHOG**

Permit #	Contractor	Job Address	Fee Total
PMHOG21-005	REYNOLDS EARL & HEATHER	3601 OAK GROVE RD	\$1,120.00
<b>Work Description:</b> WATER METER PACKAGE AND IRRIGATION METER			

**Total Permits For Type: 1**  
**Total Fees For Type: \$1,120.00**

**Residential Land Use**

Permit #	Contractor	Job Address	Fee Total
P21-162	RUSSO JOHN A AND LISA M	3211 RIVERTON DR	\$75.00
<b>Work Description:</b> 2,600 SQ FT SINGLE FAMILY DWELLING ON A FULL UNFINISHED BASEMENT, A 3 CAR ATTACHED GARAGE WITH UNFINISHED BONUS ROOM. COVERED FRONT PORCH & COVERED REAR PORCH.			
P21-164	SLOAN ANDREW J & NANCY L	5770 CRANDALL	\$50.00
<b>Work Description:</b> 4 FT HIGH CHAIN LINK FENCE			
P21-155	TRACHSEL JULIE	3932 INDIAN CAMP TRL	\$10.00
<b>Work Description:</b> CLEANING OUT A 40 X 40 POND			
P21-163	BACON CHRISTOPHER	2295 MARR	\$75.00
<b>Work Description:</b> 2,200 SQ FT SINGLE STORY DWELLING ON A FULL UNFINISHED BASEMENT, A 2 CAR ATTACHED GARAGE WITH A FINISHED BONUS ROOM OVER THE GARAGE. COVERED FRONT AND REAR PORCH.			
P21-154	BARKER KURT R & ANNE F	424 W BARRON	\$10.00

**Work Description:** TEAR OFF AND REROOF HOUSE AND GARAGE

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P21-160	SCHLACK DANIEL R & CHARL	1725 BREWER	\$10.00
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**Work Description:** TEAR OFF AND REROOF HOUSE ONLY

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P21-157	SOVIK CHRISTOPHER J & JILL	2627 CIRCLE PINE CT	\$10.00
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**Work Description:** TEAR OFF AND RE SHINGLE ROOF

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P21-161	GAGNON & DRAFFEN GAGN	4482 GRAPE VINE	\$10.00
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**Work Description:** TEAR OFF AND REROOF HOUSE AND SHED

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P21-159	MCCATHY & KING JAMES & C	5472 BRADBURY	\$10.00
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**Work Description:** TEAR OFF AND REROOF HOUSE ONLY

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P21-156	BOYD JEFFREY R & SANDRA D	150 HARMON	\$75.00
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**Work Description:** DETACHED GARAGE WITH TWO GARAGE DOORS

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**Total Permits For Type: 10**

**Total Fees For Type: \$335.00**

## Sewer Connection

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Permit #	Contractor	Job Address	Fee Total
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PWS21-026	UNION AT OAK GROVE	MADDUX LN BLDG 8	\$0.00
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**Work Description:** BUILDING 8

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PWS21-032	UNION AT OAK GROVE	SHAELYN LN BLDG 9	\$0.00
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**Work Description:** BUILDING 9

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PWS21-034	UNION AT OAK GROVE	MADDUX LN BLDG 7	\$0.00
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**Work Description:** BUILDING 7

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**Total Permits For Type: 3**

**Total Fees For Type: \$0.00**

## Sign

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Permit #	Contractor	Job Address	Fee Total
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P21-158	AMSDALL STORAGE VENTURE	1370 W HIGHLAND	\$225.00
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**Work Description:** REFACE EXISTING SIGNS

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**Total Permits For Type: 1**



Total Fees For Type: \$225.00

## Water Connection

Permit #	Contractor	Job Address	Fee Total
PWS21-027	UNION AT OAK GROVE	MADDUX LN BLDG 8	\$0.00
<b>Work Description:</b> BUILDING 8			
PWS21-033	UNION AT OAK GROVE	SHAELYN LN BLDG 9	\$0.00
<b>Work Description:</b> BUILDING 9			
PWS21-035	UNION AT OAK GROVE	MADDUX LN BLDG 7	\$0.00
<b>Work Description:</b> BUILDING 7			

Total Permits For Type: 3

Total Fees For Type: \$0.00

## Report Summary

Population: All Records  
Permit.DateIssued Between  
11/1/2021 12:00:00 AM AND  
11/30/2021 11:59:59 PM

Grand Total Fees: \$1,730.00

Grand Total Permits: 20

# **AGENDA ITEM**

**10E**

## **Monthly Activity Report for November 2021 – Assessing Dept/Brent Kilpela**

### **MTT UPDATE:**

**Tanger Properties Limited Partnership v Howell Township:** Attorney was able to get the appeal dropped. No valuation change for 2021.

**Trilogy Real Estate Howell LLC v Howell Township:** Prehearing General Call set for September 16, 2022 with valuation disclosure due by June 20, 2022.

**Burkhart Ridge v Howell Township:** Prehearing General Call set for July 01, 2022 with valuation disclosure due by April 4, 2022.

**SMALL CLAIMS TRIBUNAL:** no outstanding appeals.

### **ASSESSING OFFICE:**

**ASSESSOR:** The inflation rate multiplier for 2022 will be 3.3%. This is the multiplier that is applied to all taxable value. This inflation rate is calculated by taking the annual average of the 12 monthly values for the United States consumer price index and dividing it by the previous year's value. This is the largest increase since 2007. When proposal A was adopted in 1995 it created a cap on taxable value increases. It can never be greater than 5% unless there is a transfer of ownership or an improvement was made to the property. We will be sending out the personal property statements instead of outsourcing them. With all of the changes to the State has made it makes fiscal sense to keep the process in house now.

**OTHER:** Attended November WWTP meetings. Prepared financial reports for board meetings. The annual financial audit will be handled remotely again this year. That will start December with the final report given to the board at the January or February meeting.

# **AGENDA ITEM**

**10J**

Howell Township  
Wastewater Treatment Plant  
November 29, 2021

**UV System**

The Board requested an explanation as to why the UV system only has one working module. Attached is the response from the new operator of the plant Jason Hall. His explanation is stitched together from talking with employees that were present during the time when the issues started. I will note that the response does not correspond to what the Waste Water Committee was told by then operator Matt Holtz. The Committee was told that during a rain event on August 12<sup>th</sup>, 2021 a large amount of water made its way through the plant which pushed solids into the filters and flooded out the UV system and that one module was no longer working. This was the first time we were notified that there was an issue with the UV system. According to Jason it wasn't until two months later on October 18<sup>th</sup>, 2021 that UIS looked at the UV system and discovered that two modules were not working.

**Influent Sample Location**

The operators have been looking into a new influent sampling location due to the State's walk through of the plant. Our current location includes water that is recycled from the back of the plant and could skew the readings on the samples. After several proposals Jason has received permission from the State to sample from a new location after the equalization tank but before the headwork's building. Attached is a quote from Platinum Mechanical to get the project done except for getting the electrical extended to the new site; may have to wait until spring to get wire buried to the new location.

**Violations**

The operator was violating the plants permit for phosphorus throughout the summer and fall. It was suggested repeatedly to Matt that he should increase his wasting rate and to clean out the junction box where the ferric chloride is added. Once Jason took over as operator he looked in the junction box and called to get it cleaned out. Attached is the invoice for the work that was done and some pictures to document what was in the junction box, clearly showing why the ferric was not removing the phosphorus. The violations had nothing to do with the ferric being old or needing to add a motor to stir the ferric both suggested as culprits by Matt.

Respectfully submitted,  
Jonathan Hohenstein

# UV System Failure

## **Channel was flooded**

The aeration basin was having maintenance work completed during the summer of 2020. The plant was taken off-line and bypassed for approximately 30 days. Once the work was complete, the plant was brought back on-line. During the process of bringing the plant back on-line, the UV channel was flooded. This allowed water to enter the electronic components of the modules. The modules were taken out allowed to dry and several parts were replaced. At this time, it was noted that module #3 was not operational. Over the course of the next year the function of the UV system was not as consistent as it once was. On October 18<sup>th</sup>, 2021, the modules were pulled and cleaned due to high fecal numbers. UIS came to the plant to diagnosis the issue with module #3, and it was discovered that only one module was still functioning.

## **Units are antiquated**

The modules are also aging and some of the components are broken. Upon inspection in mid-October 2021, several of the connector pins on modules 2&3 were severely corroded and others were broken.

It is my understanding that the control panel has not functioned properly for many years.

It should also be noted that the system originally had four modules. What happened to the fourth module is unclear.

## **Solutions**

An alarm installed to alert personal of high levels in the UV channel.

SOP detailing proper order of operation, in the event the plant is brought back on-line after a bypass.

New UV system that allows for in-line disinfection. This system does not have any exposed electronics.

Wastewater effluent and receiving water sampling was conducted by Ms. McElmurry during a 24-hour period beginning on May 5, 2020. The physical, chemical, and bacteriological analyses are presented in Tables 1 and 2 of the enclosed CSI Final Report. All results were within NPDES Permit limitations. A composite sample from Monitoring Point 001A was split with the facility to compare laboratory analysis. The results are shown in Table 3 and the WWTP results compared favorably with EGLE's results. The results of this survey are compared to the results of the previous survey performed in September 2015 (see Table 4). Samples were preserved according to Table 5.

Laboratory procedures were evaluated as part of this CSI. Except for Item 3 below, laboratory recordkeeping, Quality Assurance / Quality Control (QA/QC), calibration of equipment, etc., were all found to be acceptable.

To evaluate the WWTP's recordkeeping and reporting, several random dates from the last year were chosen for review. Laboratory bench sheets from these dates were compared to the values reported on the monthly Discharge Monitoring Reports (DMR), and the results were found to be reported accurately except for Item 4 and possibly Item 5 below.

The following items were identified and/or discussed during our inspection.

1. At the time of this letter, Mr. Soper is no longer working for the Township and Mr. Holtz is the new plant operator. A letter is required on Township letterhead and signed by a Township representative documenting that Mr. Holtz is now the WWTP's certified operator. The letter must include when Mr. Holtz became the operator and his operator license number. It then needs to be uploaded into MiWaters as an NPDES Unscheduled Permit Required Report.
2. The influent sample is taken after the return flows. Influent samples are required to be taken before any returns when they are being collected for percent removal calculations. This ensures that samples are representative of what is coming into the plant and avoids inaccurate or misleading calculations. This specifically applies for the months of December – April when you are required to report minimum percent removals for Total Suspended Solids.
3. QA/QC Charts are not being generated and are generally required for most analytical methods. It is recommended to review the QA/QC procedures for each method that is performed to determine which methods require them. They are also included in the 2010 State of Michigan Department of Environmental Laboratory Training Manual for Wastewater Treatment Plant Operators. A link to this document and a copy of the 2019 Quality Assurance Manual for Indiana Wastewater Laboratories were e-mailed to Mr. Soper and Mr. Holtz on September 16, 2020.
4. There are a couple of typos on the DMRs. The April 26, 2020, Ammonia result was reported as <0.1 mg/L but should have been <0.01 mg/L, and the July 15, 2020, Ammonia result was reported as 0.1 mg/L but should have been 0.08 mg/L. These will need to be updated on the DMRs.

Sampler

current position

Influent channel

DISTRICT 8

METERING MANHOLE

16" D.I.P.

12" D.I.P.

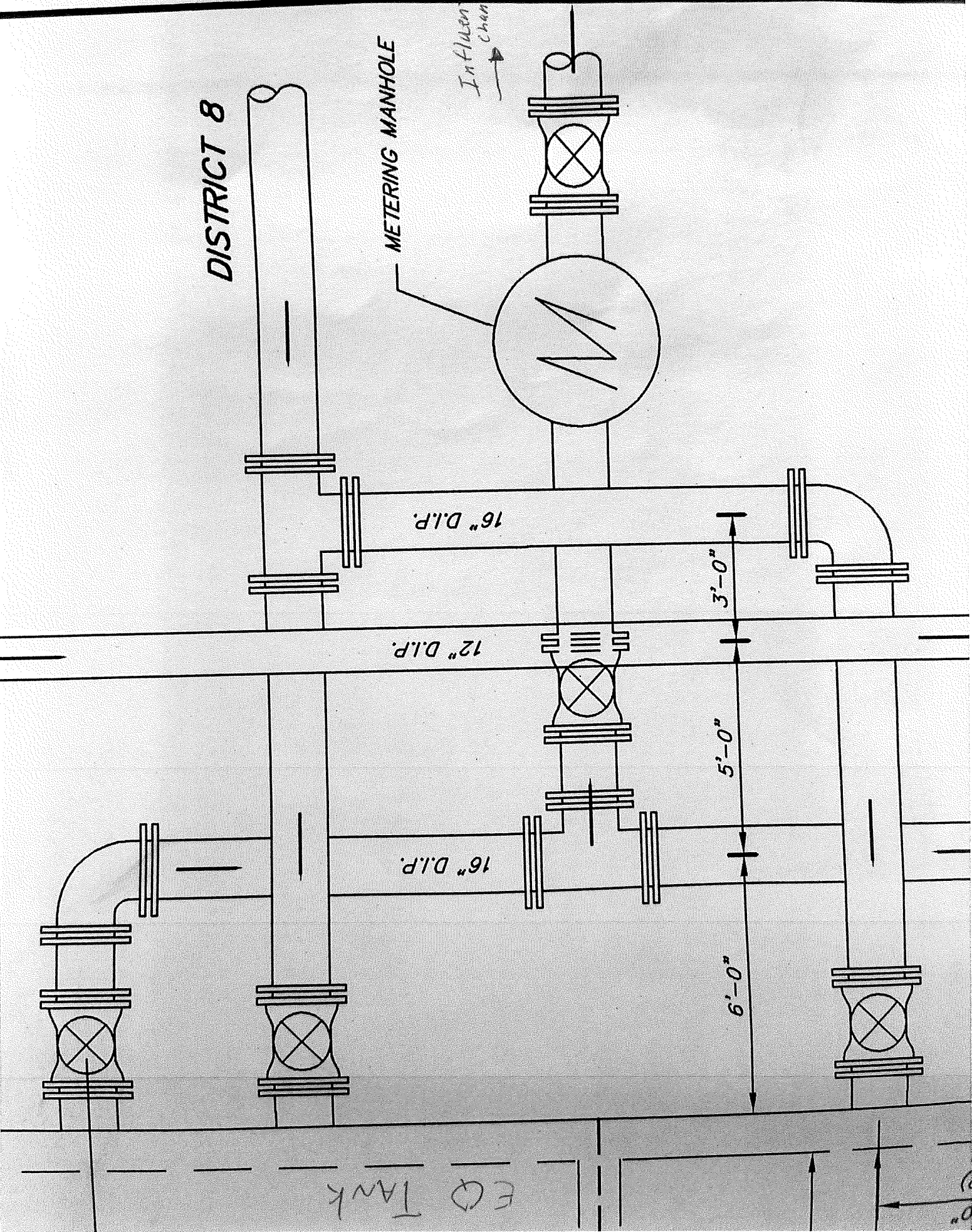
16" D.I.P.

3'-0"

5'-0"

6'-0"

EQ TANK





# Platinum Mechanical, Inc.

November 18, 2021

Attention: Mr. Jason Hall

Reference: Howell Township Wastewater Treatment Plant  
Relocate Sampler & Enclosure  
Platinum Mechanical, Inc. Quote # 21-139

We are pleased to submit our pricing and scope of work for the above-mentioned project. Our proposal is as follows:

**Work Included:**

- Finish rigging to move existing plywood sample enclosure next to manhole.
- Move existing sampler to new location at manhole.
- Furnish and install 3/4" tap next to mag meter in ductile iron main.
- Reconnect pvc tubing to sample tap in manhole.

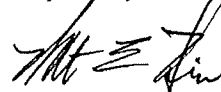
**Work Not Included:**

- Electrical work

Base Bid: \$11,566.00

Thank you for the opportunity to quote this project. If we can be of further assistance, please feel free to contact me at your convenience.

Respectfully submitted,



Robert E. Hicks  
Vice President

# POWERVAC

COMPREHENSIVE JET-VAC CLEANING SERVICES

# SERVICEPRO

PLUMBING • ELECTRICAL • MECHANICAL

# INVOICE

**REMIT PAYMENT TO:**

Via Mail: 44300 Grand River, Novi, MI 48375

Via ACH: Routing number (072403473), Account number (01382865357)

Via Wire: Routing number (044000024), Account number (01382865357)

View/Pay Invoices Online: [powervacservicapro.invoiced.com](http://powervacservicapro.invoiced.com)

INVOICE #: 23188971

DATE: Oct 25, 2021

**BILL TO:** Howell Township  
1222 Packard Drive  
Howell, MI 48843

**SHIP TO:** Howell Township  
1222 Packard Drive  
Howell, MI 48843

REFERENCE #	WORK ORDERED BY	PAYMENT TERMS	DUE DATE
		Net 30	Nov 24, 2021

**SCOPE OF WORK**

Work ordered by: Jason Hall

Jet/Vac pit as directed. Truck filled up prior to reaching the bottom. Customer to call to schedule service closer to winter months.

**Total:**

\$5,590.00



**B & B Grease Trap  
& Drain Cleaners**















# Howell Twp. lift stations

ASSESSMENT DECEMBER 2021



## Trans West



- The station is currently running the KISM SCADA system.
- The pump run times are consistent.
- The station is being checked three times per week.
- The station needs to be cleaned. Quotes are being produced.
- The generator has a leaking water pump. Cummins has examined and will be producing a quote for repairs.
- There was a comms loss fault on 11/20/21. The antenna was relocated outside of the pump building. Kennedy will supply a quote for a directional antenna.

## Lambert



- The station is running on the old dialer system. The station will be upgraded to the KISM SCADA system. The install is scheduled for the week of 1/11/22.
- The control board for the generator was replaced 11/13/21
- The pump times for pump #1 and #2 are identical. The pump time for #3 is consistent with the time for #1 and #2. The run time for #1 and #2 looks to represent the total time for both pumps. This could be a problem with the hour counter and not necessarily a pump issue. This will be investigated further.
- The surface area of the well is 1/3 covered with grease and debris. Quotes are being produced to clean.

## Burkhart Rd Trailer Park



- The station is still utilizing the old dialer system. It will be upgraded to the KISM SCADA system. The install is scheduled for the week of 1/11/21.
- The pump times are now consistent, between pumps #1 and #2. There was a discrepancy in the pump times, due to the maintenance technician suspending the use of pump #2. The technician did this because of a leak in the discharge line for pump #2. The pump was put back into service after a discussion with Kennedy.
- The discharge line for pump #2 has a leak. Kennedy was called and they are referring the job to another contractor. Currently waiting on a quote for service.
- The interior of the wet well is in poor condition. One vendor has been contacted to quote relining.

- The station had a low-level alarm on 10/29/21. The alarm was caused by faulty floats and an accumulation of grease and debris in the tank. The tank was cleaned on 10/30/21. The floats were also replaced.

## Burkhart Rd Station #8



- The station is utilizing the old dialer system. It will be upgraded to the KISM SCADA system. The install is scheduled for the week of 1/11/21.
- The pump times show that pump #2 consistently doubles the amount of time that pump #1 runs. The pumps were set to run as pump #2 in lead and pump#1 in lag. This was reversed to see if the pump times would stay the same or represent a difference in pump times. There will be follow-up on the progress.
- The surface area of the station's well is  $\frac{3}{4}$  covered by grease and debris. Quotes are being produced to clean.

## Grand River



- The station is utilizing the KISM SCADA system.
- The pump times are consistent and are also relatively even.
- The wet well is currently at 1/3 full of grease and debris.

## Crane School Station #7



- The station is utilizing the old dialer system. It will be upgraded to the KISM SCADA system. The install is scheduled for the week of 1/11/21.
- The station has 1 working pump. Kennedy is providing a quote to repair.
- The surface area of the tank is approximately 1/16 of the area full of grease and debris.

## Station #5 Oak Grove Rd 2571



- The station is utilizing the old dialer service. It will be upgraded to the KISM system. Install is scheduled for the week of 1/11/22.
- The pump times are consistent and even.
- The surface of the tank is ½ full of grease and debris. A quote has been submitted for cleaning.
- The low float is inoperable and will need to be replaced. Kennedy and Jett will be quoting.

## Station #6 Oak Grove Rd 3888



- The station is utilizing the old dialer service. It will be upgraded to the KISM system. Install is scheduled for the week of 1/11/22.
- The station has 1 pump that works. A quote has been submitted for repair of pump #2.
- The low float needs to be replaced. Kennedy and Jett will be providing quotes.



## River Bluff Pump Station Tooley Rd



- The station is utilizing the KISM SCADA system.
- The pump times are consistent and even.
- The surface of the tank is ½ full of grease and debris. A quote has been submitted for cleaning.

## Summary

Of the 9 lift stations in the township, 4 are need of cleaning. Lambert, Station #8, Trans West and 2571 Oak Grove Rd. Several companies have been contacted and quotes are upcoming.

Two of the stations need pump repair. 3888 Oak Grove and 271 E Highland Rd (Crane School).

Two of the stations have float issues. 3888 Oak Grove and 2571 Oak Grove.

One station has a generator issue. Cummins is submitting a quote for repair. Trans West.

Jett Pump will be conducting a review of the stations that currently have issues, with pumps and floats and will be providing quotes to complete the work. They will also address the inconsistent run times and see what strategies need to be formulated to solve those issues.

Kennedy Ind has also been contacted concerning the issues of the lift stations. Currently waiting on a quote for diagnosis.

# **AGENDA ITEM**

**12**

**Howell Township**  
**Invoice and Check Registers**  
**As of 11/30/2021**

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

12/01/2021 09:23 AM  
 User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
210167							
20375	SPICER GROUP	10/26/2021	11/02/2021	1,286.50	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					10/25/2021
	101-000-203.00	BSP21-0002		1,286.50			
11/1/2021							
20376	HOWELL PUBLIC SCHOOLS	11/01/2021	11/10/2021	2,578.72	0.00	Paid	Y
	2021 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					11/02/2021
	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER		2,578.72			
11/1/2021							
20377	HOWELL PUBLIC SCHOOLS	11/01/2021	11/10/2021	4,127.85	0.00	Paid	Y
	2021 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					11/02/2021
	703-000-225.01	TAX DUE TO HOWELL SCHLS OPER SUMMER		4,127.85			
11/1/2021							
20378	LIVINGSTON COUNTY TREASURER	11/01/2021	11/10/2021	5,626.44	0.00	Paid	Y
	2021 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					11/02/2021
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		5,626.44			
11/1/2021							
20379	LIV EDUC SERVICE AGENCY	11/01/2021	11/10/2021	3,030.22	0.00	Paid	Y
	2021 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					11/02/2021
	703-000-227.00	TAX DUE TO LESA SUMMER		3,030.22			
11/1/2021							
20380	LIVINGSTON COUNTY TREASURER	11/01/2021	11/10/2021	3,037.34	0.00	Paid	Y
	2021 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					11/02/2021
	703-000-228.00	TAX DUE TO COUNTY SUMMER		3,037.34			
11/2/2021							
20381	LIVINGSTON COUNTY TREASURER	11/02/2021	11/02/2021	55.50	0.00	Paid	Y
	DOG LICENSES	BRENT KILPELA					11/02/2021
	701-000-238.00	TRUST DUE TO COUNTY DOG LICENSE		55.50			
11/1/2021							
20382	LIVINGSTON COUNTY TREASURER	11/02/2021	11/02/2021	765.00	0.00	Paid	Y
	MOBILE HOME FEES	BRENT KILPELA					11/02/2021
	701-000-239.00	TRUST MOBILE HOME TAX PAYABLE		765.00			
11/04/2021							
20383	STRATTON, RUSSELL A	11/04/2021	11/11/2021	29.02	0.00	Paid	Y
	UB refund for account: 0627303057	BRENT KILPELA					11/02/2021
	592-000-214.89	SEWER METERED		25.69			
	592-000-214.89	READY TO SERVE		3.33			



INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

User: BRENT KILPELA  
 DB: Howell Twp  
 Vendor  
 Inv Num  
 Inv Ref#

Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlnized	Post Date
5574	101-265-727.00	GL Distribution			36.39				
20394	PERFECT MAINTENANCE		11/01/2021	11/30/2021	175.00	0.00	Paid	Y	11/15/2021
	NOVEMBER CLEANING		BRENT KILPELA						
63400	101-265-775.00	TWP HALL OFFICE CLEANING EXPENSE			175.00				
20395	MICRO WORKS COMPUTING, INC		10/21/2021	11/30/2021	112.50	0.00	Paid	Y	11/15/2021
	INSPECTOR / UB BILLING UPDATES		BRENT KILPELA						
63423	101-265-728.01	TWP HALL IT SUPPORT EXPENSE			112.50				
20396	MICRO WORKS COMPUTING, INC		10/25/2021	11/30/2021	939.00	0.00	Paid	Y	11/15/2021
	EMAIL BOXES - CLERK PRINTING		BRENT KILPELA						
14796	101-265-728.01	TWP HALL IT SUPPORT EXPENSE			939.00				
20397	BIG JIM'S SEWER & DRAIN CLEANING		09/17/2021	11/30/2021	1,750.00	0.00	Paid	Y	11/15/2021
	JETTED GUTTER TO EXPOSE PROBLEM		BRENT KILPELA						
10/18/2021	101-265-930.00	TWP HALL GROUNDS EQUIP REPAIR EXPENSE			1,750.00				
20398	LIVINGSTON COUNTY TREASURER		10/18/2021	11/30/2021	487.72	0.00	Paid	Y	11/15/2021
	MTT ORDER		BRENT KILPELA						
	101-547-978.00	GEN FUND CHARGEBACK EXPENSE			284.52				
	204-547-978.00	ROAD FUND CHARGEBACK EXPENSE			203.20				
10/28/2021	20399	JONATHAN HOHENSTEIN	10/28/2021	11/30/2021	135.86	0.00	Paid	Y	11/15/2021
	TREASURER MILEAGE & EXPENSES		BRENT KILPELA						
	101-253-860.00	TREASURER MILEAGE & EXPENSES			80.86				
	101-253-720.00	TREASURER EDUCATION EXPENSE			25.00				
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE			30.00				
10/26/2021	20400	PLANNING & ZONING CENTER	10/26/2021	11/30/2021	37.00	0.00	Paid	Y	11/15/2021
	14 COPIES OF OF MONTHLY LETTER		BRENT KILPELA						
	101-400-957.00	DUES/SUBSCRIPTIONS			37.00				
10/22/2021	20401	CONSUMERS ENERGY	10/22/2021	11/16/2021	41.31	0.00	Paid	Y	11/15/2021
	TWP HALL NOV		BRENT KILPELA						
	101-265-922.00	TWP HALL NATURAL GAS EXPENSE			41.31				
21756151	20402	GUARDIAN ALARM	10/14/2021	11/30/2021	40.00	0.00	Paid	Y	11/15/2021
	SERVICE CALL		BRENT KILPELA						

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
10/22/2021 20403	101-265-930.00 COMCAST TWP HALL NOVEMBER 2021	10/22/2021 BRENT KILPELA	11/30/2021	421.47	0.00	Paid	11/15/2021
137672 20404	101-265-850.00 BS&A SOFTWARE ASSESSING, DPPT, SA 101-265-728.00	TWP HALL TELEPHONE EXPENSE 11/01/2021 BRENT KILPELA COMPUTER SOFTWARE SUPPORT	11/30/2021	421.47	0.00	Paid	11/15/2021
4101748269 20405	101-265-775.00 CINTAS CORPORATION #725 BLUE MATS 101-265-775.00	11/15/2021 BRENT KILPELA TWP HALL OFFICE CLEANING EXPENSE	11/30/2021	81.47	0.00	Paid	11/15/2021
PA0034227 20406	101-265-727.01 MICHIGAN.COM ANNUAL SUBSCRIPTION 101-265-727.01	11/30/2021 BRENT KILPELA TWP HALL OFFICE SUPPLIES EXPENSE	11/30/2021	274.02	0.00	Paid	11/15/2021
11/16/2021 20407	101-209-957.00 STATE OF MICHIGAN BRENT KILPELA MAAO RENEWAL 101-209-957.00	11/16/2021 BRENT KILPELA ASSESSING DUES & SUBSCRIPTION EXPENSE	12/30/2021	175.00	0.00	Paid	11/16/2021
11/16/2021 20408	101-209-957.00 STATE OF MICHIGAN CAROL MAKUSHIK MCAAT RENEWAL 101-209-957.00	11/16/2021 BRENT KILPELA ASSESSING DUES & SUBSCRIPTION EXPENSE	12/30/2021	50.00	0.00	Paid	11/16/2021
211730 20409	592-442-801.00 M & K JETTING AND TELEVISION CLEANED MANHOLE 592-442-801.00	10/26/2021 BRENT KILPELA WWTP CONTRACTED SERVICES EXPENSE	11/30/2021	462.50	0.00	Paid	11/16/2021
10/23/2021 20410	592-442-922.00 CONSUMERS ENERGY 2571 OAK GROVE 592-442-922.00	10/23/2021 BRENT KILPELA WWTP NATURAL GAS EXPENSE	11/16/2021	103.05	0.00	Paid	11/16/2021
10/22/2021 20411	592-442-922.00 CONSUMERS ENERGY 1222 PACKARD DR 592-442-922.00	10/22/2021 BRENT KILPELA WWTP NATURAL GAS EXPENSE	11/15/2021	94.44	0.00	Paid	11/16/2021



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Inv Num	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
10/20/2021							
20412	CONSUMERS ENERGY 391 N BURKHART 592-442-922.00	10/20/2021 BRENT KILPELA	11/15/2021	23.53	0.00	Paid	Y 11/16/2021
150560912							
20413	AT&T WWTP 592-442-850.00	10/19/2021 BRENT KILPELA	11/09/2021	234.89	0.00	Paid	Y 11/16/2021
517540124110							
20414	AT&T 517 540-1241 592-442-850.00	10/22/2021 BRENT KILPELA	11/12/2021	110.24	0.00	Paid	Y 11/16/2021
517540694710							
20415	AT&T 517 540-6947 592-442-850.00	10/22/2021 BRENT KILPELA	11/12/2021	79.79	0.00	Paid	Y 11/16/2021
517540695210							
20416	AT&T 517 540-6952 592-442-850.00	10/22/2021 BRENT KILPELA	11/12/2021	179.86	0.00	Paid	Y 11/16/2021
517546516010							
20417	AT&T 517 546-5160 592-442-850.00	10/22/2021 BRENT KILPELA	11/12/2021	84.20	0.00	Paid	Y 11/16/2021
517540696310							
20418	AT&T 517 540-6963 592-442-850.00	10/22/2021 BRENT KILPELA	11/12/2021	192.98	0.00	Paid	Y 11/16/2021
11/02/2021							
20419	DTE ENERGY 2571 OAKGROVE 592-442-920.00	11/02/2021 BRENT KILPELA	11/24/2021	386.31	0.00	Paid	Y 11/16/2021
11/03/2021							
20420	DTE ENERGY 1009 N BURKHART 592-442-920.00	11/03/2021 BRENT KILPELA	11/29/2021	160.09	0.00	Paid	Y 11/16/2021
11/03/2021							
20421	DTE ENERGY 391 N BURKHART	11/03/2021 BRENT KILPELA	11/29/2021	167.83	0.00	Paid	Y 11/16/2021

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
S6-77026	GL Distribution						
20422	592-442-920.00 CUMMINS BRIDGEWAY, LLC 1222 PACKARD SERVICE CALL 592-442-930.00	10/25/2021 BRENT KILPELA	11/25/2021	167.83 664.70 664.70	0.00	Paid	Y 11/16/2021
628249	WWTP ELECTRICITY EXPENSE						
20423	592-442-801.00 KENNEDY INDUSTRIES INC STATION #5 SERVICE CALL 592-442-801.00	11/10/2021 BRENT KILPELA	12/10/2021	541.50 541.50	0.00	Paid	Y 11/16/2021
628228	WWTP CONTRACTED SERVICES EXPENSE						
20424	592-442-801.00 KENNEDY INDUSTRIES INC BURKHART STATION 592-442-801.00	11/09/2021 BRENT KILPELA	12/09/2021	647.50 647.50	0.00	Paid	Y 11/16/2021
6664	WWTP CONTRACTED SERVICES EXPENSE						
20425	6664 TRUE VALUE HARDWARE 6" ZINC SAFETY HASP 592-442-956.00	10/28/2021 BRENT KILPELA	11/30/2021	9.29 9.29	0.00	Paid	Y 11/16/2021
6742	WWTP MISCELLANEOUS EXPENSE						
20426	592-442-956.00 TRUE VALUE HARDWARE 1HP CI SS SUMP PUMP 592-442-956.00	11/05/2021 BRENT KILPELA	11/30/2021	219.99 219.99	0.00	Paid	Y 11/16/2021
6791	WWTP MISCELLANEOUS EXPENSE						
20427	592-442-956.00 TRUE VALUE HARDWARE MANIFOLD, BUSHINGS, CONNECTOR 592-442-956.00	11/09/2021 BRENT KILPELA	11/30/2021	25.36 25.36	0.00	Paid	Y 11/16/2021
7382477-IN	WWTP MISCELLANEOUS EXPENSE						
20428	86.69 CORRIGAN OIL CO., NO.II DYED ULTRA LOW SULFUR #2 592-442-956.00	11/09/2021 BRENT KILPELA	11/30/2021	86.69 86.69	0.00	Paid	Y 11/16/2021
7388422-IN	WWTP MISCELLANEOUS EXPENSE						
20429	181.48 CORRIGAN OIL CO., NO.II DYED ULTRA LOW SULFUR #2 MIX 592-442-956.00	11/02/2021 BRENT KILPELA	11/30/2021	181.48 181.48	0.00	Paid	Y 11/16/2021
7382481-IN	WWTP MISCELLANEOUS EXPENSE						
20430	571.12 CORRIGAN OIL CO., NO.II DYED ULTRA LOW SULFUR #2 592-442-956.00	10/25/2021 BRENT KILPELA	11/30/2021	571.12 571.12	0.00	Paid	Y 11/16/2021
7382481-IN	WWTP MISCELLANEOUS EXPENSE						

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

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 DB: Howell Twp

Inv Ref#	Inv Num	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
6889	20431	TRUE VALUE HARDWARE TIE DOWN 592-442-956.00	11/18/2021 BRENT KILPELA	11/30/2021	19.99	0.00	Paid	Y 11/18/2021
4626D	20432	SHARPE'S OUTDOOR SERVICES SEPTEMBER & OCTOBER MOWING 101-265-931.00	11/16/2021 BRENT KILPELA	11/30/2021	327.60	0.00	Paid	Y 11/18/2021
84407	20433	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	10/28/2021 BRENT KILPELA	11/19/2021	89.32	0.00	Paid	Y 11/16/2021
3330	20434	COMPLETE OUTDOOR SERVICES, INC. CEMETERY MAINT (7 OF 8) 101-276-931.00	11/09/2021 BRENT KILPELA	11/19/2021	546.75	0.00	Paid	Y 11/16/2021
9008379	20435	ACCIDENT FUND OF MICHIGAN ANNUAL WORK COMP 101-265-822.00	11/07/2021 BRENT KILPELA	11/19/2021	2,955.00	0.00	Paid	Y 11/16/2021
65018	20436	EVER SO GREEN SERVICE CALL 101-265-930.00	11/11/2021 BRENT KILPELA	11/19/2021	500.00	0.00	Paid	Y 11/16/2021
0004199462	20437	LIVINGSTON DAILY PRESS & ARGUS OCTOBER PUBLICATIONS 101-400-900.00 101-412-900.00 101-101-900.00	11/01/2021 BRENT KILPELA	11/20/2021	390.00	0.00	Paid	Y 11/16/2021
628446	20438	KENNEDY INDUSTRIES INC BURKHART STATION 592-442-801.00	11/19/2021 BRENT KILPELA	11/19/2021	895.00	0.00	Paid	Y 11/19/2021
69705	20439	INFRAMARK, LLC NOVEMBER MAINTENANCE 592-442-801.00	11/10/2021 BRENT KILPELA	12/10/2021	30,387.78	0.00	Paid	Y 11/19/2021

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

User: BRENT KILPELA  
 DB: Howell Twp  
 Vendor  
 Description  
 GL Distribution

Inv Num  
 Inv Ref#  
 Inv Date  
 Entered By  
 Due Date  
 Inv Amt  
 Amt Due  
 Status  
 Jrnalized  
 Post Date

211832										
20440	M & K JETTING AND TELEVISIONS CLEANED LIFT STATION 592-442-801.00	11/10/2021 BRENT KILPELA WWTP CONTRACTED SERVICES EXPENSE	12/10/2021	555.00 555.00	0.00	Paid	Y	11/19/2021		
11/16/2021										
20441	HOWELL PUBLIC SCHOOLS 2021 SUMMER TAXES 11/1 - 11/15/202 703-000-225.00	11/19/2021 BRENT KILPELA TAX DUE TO HOWELL SCHLS DEBT SUMMER	11/19/2021	2,767.99 2,767.99	0.00	Paid	Y	11/19/2021		
11/16/2021										
20442	HOWELL PUBLIC SCHOOLS 2021 SUMMER TAXES 11/1 - 11/15/202 703-000-225.01	11/19/2021 BRENT KILPELA TAX DUE TO HOWELL SCHLS OPER SUMMER	11/19/2021	8,108.27 8,108.27	0.00	Paid	Y	11/19/2021		
11/16/2021										
20443	LIVINGSTON COUNTY TREASURER 2021 SUMMER TAXES 11/1 - 11/15/202 703-000-228.01	11/19/2021 BRENT KILPELA TAX DUE TO COUNTY SET SUMMER	11/19/2021	6,035.55 6,035.55	0.00	Paid	Y	11/19/2021		
11/16/2021										
20444	LIV EDUC SERVICE AGENCY 2021 SUMMER TAXES 11/1 - 11/15/202 703-000-227.00	11/19/2021 BRENT KILPELA TAX DUE TO LESA SUMMER	11/19/2021	3,252.58 3,252.58	0.00	Paid	Y	11/19/2021		
11/16/2021										
20445	LIVINGSTON COUNTY TREASURER 2021 SUMMER TAXES 11/1 - 11/15/202 703-000-228.00	11/19/2021 BRENT KILPELA TAX DUE TO COUNTY SUMMER	11/19/2021	3,260.25 3,260.25	0.00	Paid	Y	11/19/2021		

# of Invoices: 71 # Due: 0 Totals: 105,516.60

# of Credit Memos: 0 # Due: 0 Totals: 0.00

Net of Invoices and Credit Memos: 105,516.60

*Address with Credit  
 Register BK*

User: BRENT KILPELA

DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	Post Date
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Inv Ref#	Description	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized	Post Date
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GL Distribution

---	TOTALS BY FUND	---						
101	- GENERAL FUND			24,949.56	0.00			
204	- ROAD FUND			203.20	0.00			
592	- SWR/WTR			37,718.13	0.00			
701	- TRUST & AGENCY			820.50	0.00			
703	- TAX FUND			41,825.21	0.00			

---	TOTALS BY DEPT/ACTIVITY	---						
000	- OTHER			43,961.23	0.00			
101	- TOWNSHIP BOARD			120.00	0.00			
209	- ASSESSING			695.00	0.00			
253	- TREASURER			1,764.46	0.00			
265	- TOWNSHIP HALL			10,007.08	0.00			
268	- TOWNSHIP AT LARGE			8,412.39	0.00			
276	- CEMETERY			546.75	0.00			
400	- PLANNING COMMISSION			1,732.86	0.00			
412	- BOARD OF APPEALS			100.00	0.00			
442	- WWTP			37,689.11	0.00			
547	- CHARGEBACKS			487.72	0.00			

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
11/19/2021	GEN	101001725 (E)	COMCAST	421.47
11/19/2021	GEN	101001726 (E)	CONSUMERS ENERGY	41.31
11/19/2021	GEN	101001727 (E)	DTE ENERGY	541.89
11/19/2021	GEN	17929	ACCIDENT FUND OF MICHIGAN	2,955.00
11/19/2021	GEN	17930	BIG JIM'S SEWER & DRAIN CLEANING	1,750.00
11/19/2021	GEN	17931	BS&A SOFTWARE	2,184.00
11/19/2021	GEN	17932	CINTAS CORPORATION #725	81.47
11/19/2021	GEN	17933	COMPLETE OUTDOOR SERVICES, INC.	546.75
11/19/2021	GEN	17934	CULLIGAN WATER	36.39
11/19/2021	GEN	17935	ECONO PRINT	3,184.46
11/19/2021	GEN	17936	EVER SO GREEN	500.00
11/19/2021	GEN	17937	FAHEY SCHULTZ BURZYCH RHODES PLC	7,870.50
11/19/2021	GEN	17938	GUARDIAN ALARM	40.00
11/19/2021	GEN	17939	HALLAHAN & ASSOCIATES, P.C.	470.00
11/19/2021	GEN	17940	JONATHAN HOHENSTEIN	135.86
11/19/2021	GEN	17941	LIVINGSTON DAILY PRESS & ARGUS	390.00
11/19/2021	GEN	17942	MICHIGAN.COM	274.02
11/19/2021	GEN	17943	MASTER MEDIA	89.32
11/19/2021	GEN	17944	MICRO WORKS COMPUTING, INC	1,051.50
11/19/2021	GEN	17945	NETWORK SERVICES GROUP, LLC	50.00
11/19/2021	GEN	17946	PERFECT MAINTENANCE	175.00
11/19/2021	GEN	17947	PLANNING & ZONING CENTER	37.00
11/19/2021	GEN	17948	SHARPE'S OUTDOOR SERVICES	327.60
11/19/2021	GEN	17949	SPICER GROUP	1,286.50
11/19/2021	GEN	17950	STATE OF MICHIGAN	225.00
11/19/2021	GEN	17951	LIVINGSTON COUNTY TREASURER	487.72

GEN TOTALS:

Total of 26 Checks:	25,152.76
Less 0 Void Checks:	0.00
Total of 26 Disbursements:	25,152.76

Bank T&A TRUST & AGENCY CHECKING

11/02/2021	T&A	3506	LIVINGSTON COUNTY TREASURER	55.50
11/02/2021	T&A	3507	LIVINGSTON COUNTY TREASURER	765.00

T&A TOTALS:

Total of 2 Checks:	820.50
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	820.50

Bank TAX TAX CHECKING

11/02/2021	TAX	5597	HOWELL PUBLIC SCHOOLS	2,578.72
11/02/2021	TAX	5598	HOWELL PUBLIC SCHOOLS	4,127.85
11/02/2021	TAX	5599	LIV EDUC SERVICE AGENCY	3,030.22
11/02/2021	TAX	5600	LIVINGSTON COUNTY TREASURER	5,626.44
11/02/2021	TAX	5601	LIVINGSTON COUNTY TREASURER	3,037.34
11/19/2021	TAX	5602	HOWELL PUBLIC SCHOOLS	2,767.99
11/19/2021	TAX	5603	HOWELL PUBLIC SCHOOLS	8,108.27
11/19/2021	TAX	5604	LIV EDUC SERVICE AGENCY	3,252.58
11/19/2021	TAX	5605	LIVINGSTON COUNTY TREASURER	6,035.55
11/19/2021	TAX	5606	LIVINGSTON COUNTY TREASURER	3,260.25

TAX TOTALS:

Total of 10 Checks:	41,825.21
Less 0 Void Checks:	0.00
Total of 10 Disbursements:	41,825.21

Bank UTYCK UTILITY CHECKING

11/19/2021	UTYCK	2815	CORRIGAN OIL CO., NO.II	839.29
11/19/2021	UTYCK	2816	CUMMINS BRIDGEWAY, LLC	664.70
11/19/2021	UTYCK	2817	INFRAMARK, LLC	30,387.78
11/19/2021	UTYCK	2818	KENNEDY INDUSTRIES INC	2,084.00
11/19/2021	UTYCK	2819	M & K JETTING AND TELEVISION	1,017.50
11/19/2021	UTYCK	2820	STRATTON, RUSSELL A	29.02
11/19/2021	UTYCK	2821	TRUE VALUE HARDWARE	274.63
11/19/2021	UTYCK	2822	UIS SCADA	604.00
11/19/2021	UTYCK	590003480 (E)	AT&T	234.89
11/19/2021	UTYCK	590003481 (E)	AT&T	110.24
11/19/2021	UTYCK	590003482 (E)	AT&T	79.79

Check Date	Bank	Check	Vendor Name	Amount
11/19/2021	UTYCK	590003483 (E)	AT&T	179.86
11/19/2021	UTYCK	590003484 (E)	AT&T	84.20
11/19/2021	UTYCK	590003485 (E)	AT&T	192.98
11/19/2021	UTYCK	590003486 (E)	CONSUMERS ENERGY	103.05
11/19/2021	UTYCK	590003487 (E)	CONSUMERS ENERGY	94.44
11/19/2021	UTYCK	590003488 (E)	CONSUMERS ENERGY	23.53
11/19/2021	UTYCK	590003489 (E)	DTE ENERGY	386.31
11/19/2021	UTYCK	590003490 (E)	DTE ENERGY	160.09
11/19/2021	UTYCK	590003491 (E)	DTE ENERGY	167.83

UTYCK TOTALS:

Total of 20 Checks:	37,718.13
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	37,718.13

REPORT TOTALS:

Total of 58 Checks:	105,516.60
Less 0 Void Checks:	0.00
Total of 58 Disbursements:	105,516.60

Agrees with Finance Register BK