

**HOWELL TOWNSHIP BOARD MEETING**

3525 Byron Road  
Howell, MI. 48855  
July 11, 2022  
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. Open Public Enforcement Hearing - Dangerous Buildings
6. Approval of the Minutes:  
    A. Regular Board Meeting June 13, 2022
7. Correspondence:
8. Call to the Public:
9. Unfinished Business:  
    A. Howell Township Marr Road Discussion
10. New Business:  
    A. Budget Amendment
11. 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
12. Call to the Public:
13. Disbursements:  
    Regular and Check Register
13. Adjournment:

# **AGENDA ITEM**

**5**

AGENDA  
HOWELL TOWNSHIP  
DANGEROUS BUILDINGS ORDINANCE

DANGEROUS BUILDINGS ENFORCEMENT HEARING

Howell Township Hall, July 11, 2022, 6:30p.m.

- I. Introduction
  - A. Call Hearing to Order.
  - B. Purpose of Hearing.
  - C. Process of Hearing.
- II. Service/Notice.
- III. Enforcing Agency's testimony.
- IV. Property Owner(s) testimony.
- V. Rebuttal testimony by Enforcing Agency.
- VI. Public Comment.
- VII. Decision.
- VIII. Close hearing.

STATE OF MICHIGAN

HOWELL TOWNSHIP, LIVINGSTON COUNTY

\_\_\_\_\_)  
In the matter of the property and buildings )  
Located at: 1073 W. Barron Rd. Howell, Michigan 48855 ) Dangerous Building  
Livingston County, Parcel No 4706-13-401-010, ) Matter No. 2022-01  
Owner of record: Jeff McKendrick

**NOTICE OF TOWNSHIP BOARD ENFORCEMENT HEARING**

To: Owner(s) or Party(s) in Interest:

Jeff McKendrick	2139 W. Grand River, Howell, MI 48843
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Re: Building(s) and/or Structure(s) located at:

1073 Barron Rd., Howell, MI 48855
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**This Notice given this 30 day of June, 2022, shall serve as notice that the Howell Township Board has scheduled an Enforcement Hearing regarding the findings, decision and order of the hearing officer regarding the dangerous building or structure at the above location.**

It is unlawful for any owner or agent of a building or structure to keep, possess, own or maintain any building or structure or part thereof which is a dangerous building as defined by the Township Dangerous Building Ordinance and Housing Law of Michigan, MCL 125.538.

This notice is being served on each owner of, or party in interest to, the building or structure as determined by the names listed for the property on the last local tax assessment records for Howell Township.

**An Enforcement Hearing has been scheduled before the Howell Township Board pursuant to MCL 125.541(4). Your rights may be affected at this Enforcement Hearing and you are advised to attend. At this hearing the Howell Township Board shall determine whether to approve, disapprove, or modify the order of the hearing officer concerning the building or structure at the above-location. You shall have the opportunity at the hearing to show cause why the Howell Township Board should not enforce the hearing officer's order.**

**DATE OF HEARING: July 11, 2022**  
**TIME OF HEARING: 6:30 PM**  
**LOCATION OF HEARING: Howell Township Hall**  
**3525 Byron Road**  
**Howell, MI 48855**



STATE OF MICHIGAN

HOWELL TOWNSHIP, LIVINGSTON COUNTY

<hr/>		
In the matter of the property and buildings	)	
Located at: 1073 Barron Rd. Howell, MI 48855Michigan	)	Dangerous Building
Livingston County, Parcel No 4706-13-401-010	)	Matter No. 2022-01
Owner of record: Jeff McKendrick	)	

**HEARING OFFICER’S REPORT OF NON-COMPLIANCE**

A dangerous building hearing was duly noticed and held before the Township’s Hearing Officer pursuant to the Township Dangerous Building Ordinance and Housing Law of Michigan, MCL 125.541(1), on the 26 day of May, 2022 before David Boersma, Howell Township hearing officer.

The hearing officer determined the building or structure at the above location was a dangerous building as defined by the Township Dangerous Building Ordinance and Housing Law of Michigan, MCL 125.539.

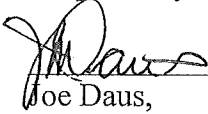
The hearing officer ordered the owner(s) and/or party(s) in interest to take immediate corrective action, namely that the building or structure must be demolished, otherwise made safe, or properly maintained on or before June, 26 2022. (See the attached Order, Exhibit 1).

An inspection of the building or structure on or about June 27, 2022, revealed that the owner(s) or party(s) in interest (including their respective agent(s) and lessee(s), as the case may be) have failed or refused to comply with the hearing officer’s order. (See the Attached Inspection Report, Exhibit 2).

A copy of this Report is hereby filed with the Howell Township Board for the Township Board’s approval of the hearing officer’s decision and order and the hearing officer requests that the Township Board take all necessary action to enforce said order.

Date: June 28, 2022

Respectfully Submitted,




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Joe Daus,  
Dangerous Building Administrator



**LIVINGSTON COUNTY, MICHIGAN  
DEPARTMENT OF BUILDING INSPECTION**

2300 E. Grand River, Suite 104  
Phone: 517.548.3130 Fax: 517.546.7461  
Web Site: [co.livingston.mi.us/building](http://co.livingston.mi.us/building)

February 7, 2022

Joe Daus  
Howell Township Zoning Official  
3525 Byron Road.  
Howell MI 48855

**RE: Unsafe Structures-1073 E. Barron Rd. Howell MI 48843**  
**Property ID: 4706-13-401-010**

Dear Mr. Daus,

The Livingston County Building Department has investigated the building at the location noted above. The structure is mobile home that has been demolished except for the deck and the South wall. The owner attempted to rebuild the structure and has added on essentially doubling the square footage. The work is sub-par and in violation of the 2015 residential Code and the Livingston County Maintenance of Housing and Property Code 500.01. The structure was last inspected on 2/1/2021.

This inspection was limited to a visual inspection of the exterior. No measurements were taken. No specific structural elements were inspected to determine their code compliance or to test their integrity or strength. The building is in violation for numerous reasons including, but not limited to:

1. The entire building with the exception of the South wall and floor deck have been demolished and removed.
2. There has been an addition extra floor space which is not in compliance with the codes. No proper footings exist as required by the current MI Residential Code.
3. All the windows and doors have been removed.
4. The structure shows signs of rot and dilapidation through a lack of maintenance.
5. There are entry points that allow the elements and vermin to enter.
6. This structure is an attractive nuisance and poses a danger to the public and passersby.
7. It is unknown whether a functional well and septic system exists.
8. It is unknown whether a heating, plumbing or an electrical system exists.

We recommend that the Township seek remediation of these violations. Staff's opinion is the most practical approach is to demolish the structure and properly dispose of the materials. It is doubtful that any of the existing components could be salvaged.

Alternatively, to restore this structure to a habitable and or usable condition; we ask that a licensed design professional; an engineer or architect, evaluate the structure starting with the foundations and soils and submit a report to the Livingston County Building Department. The design professional's report should include the scope of the work needed to bring this building into code compliance.

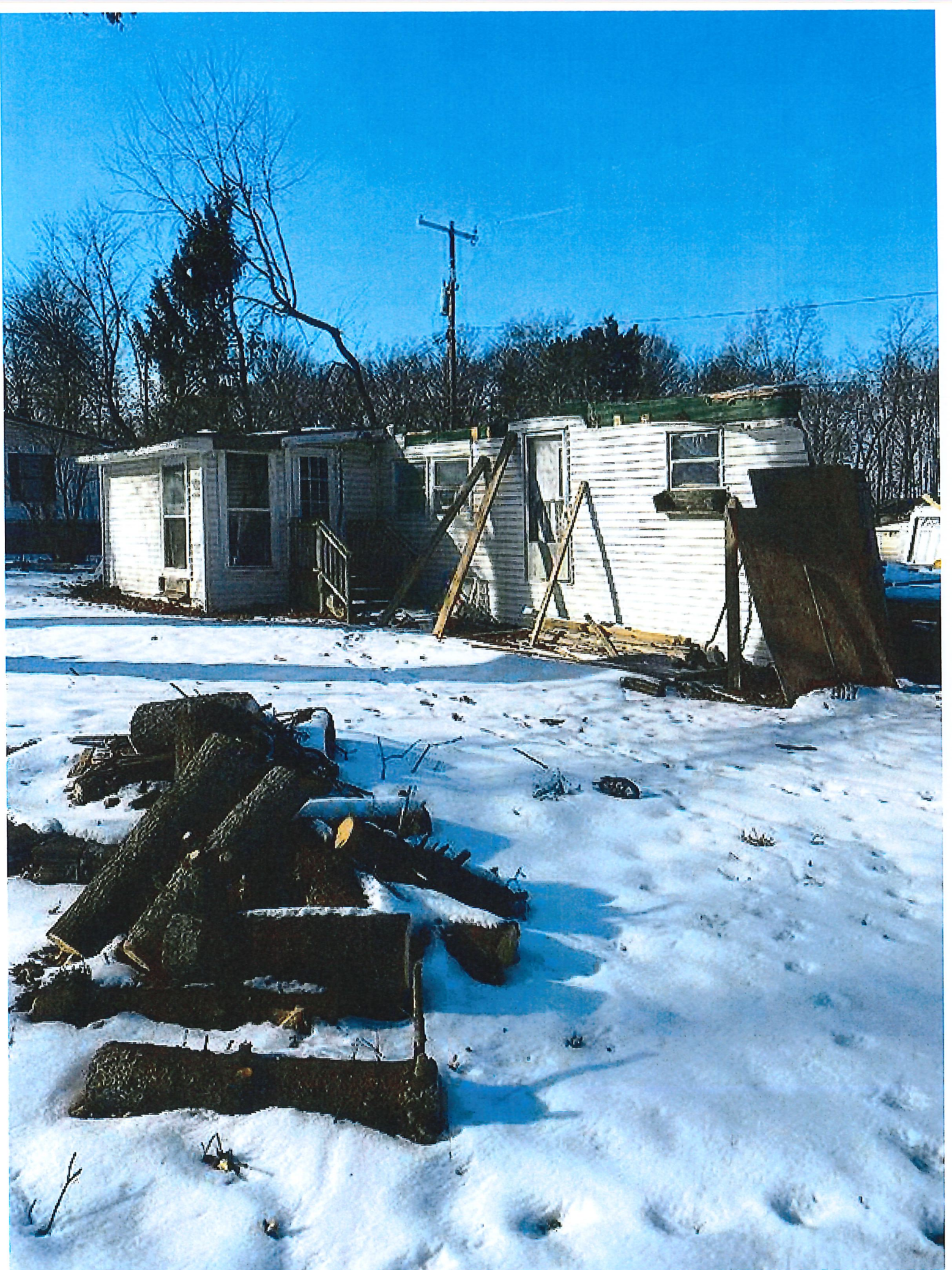
Prior to any construction or demolition, the owner or contractor shall obtain permits from Howell Township and the Livingston County Building Department. The permit applications shall include the design professional's evaluation and 2 copies of detailed architectural drawings stamped by an architect or engineer. The plans shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the 2015 Michigan Residential Code.

The scope of all these repairs will require permits from Howell Township and the Livingston County permitting agencies as applicable.

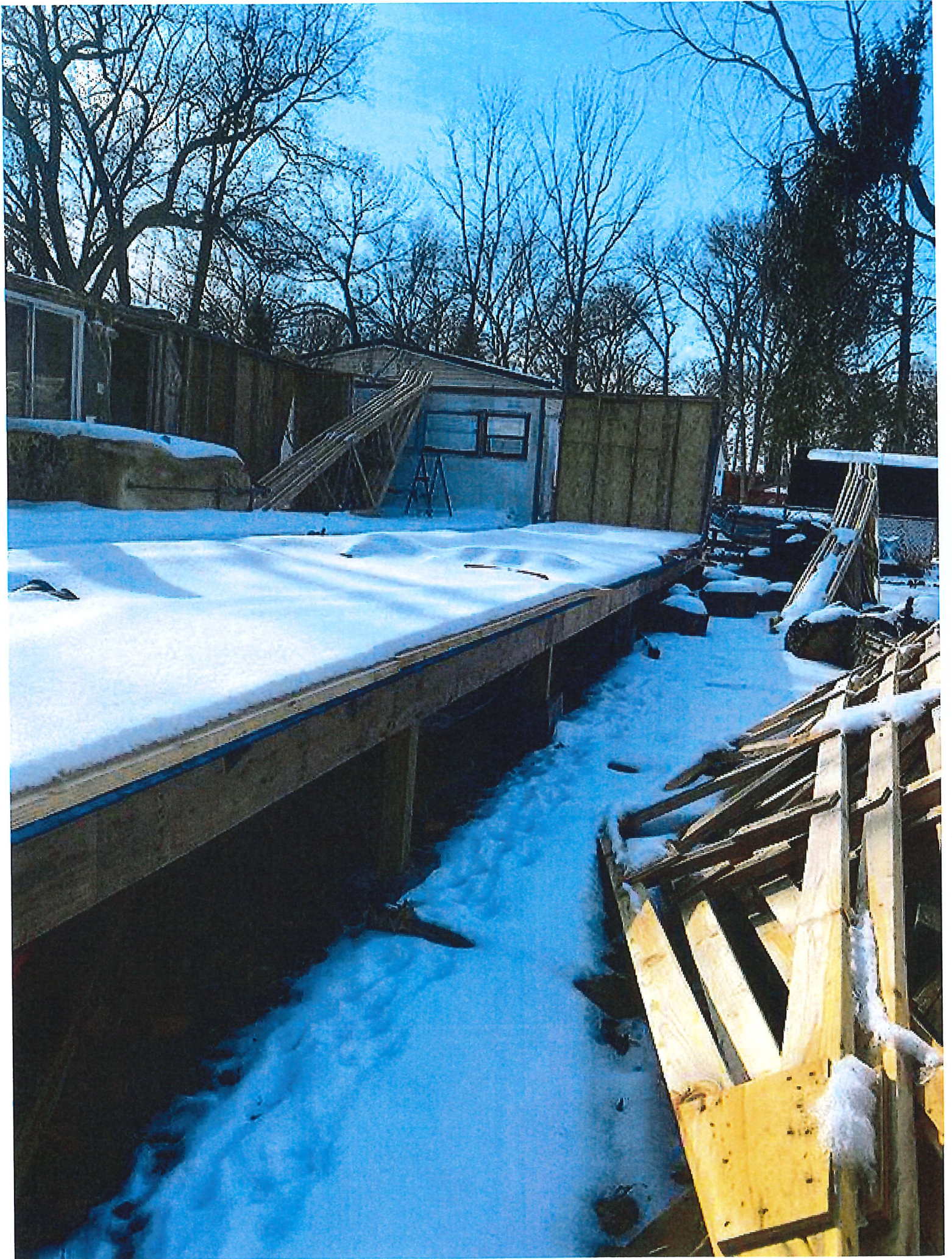
Respectfully,

Jim Rowell  
Livingston County Building Official

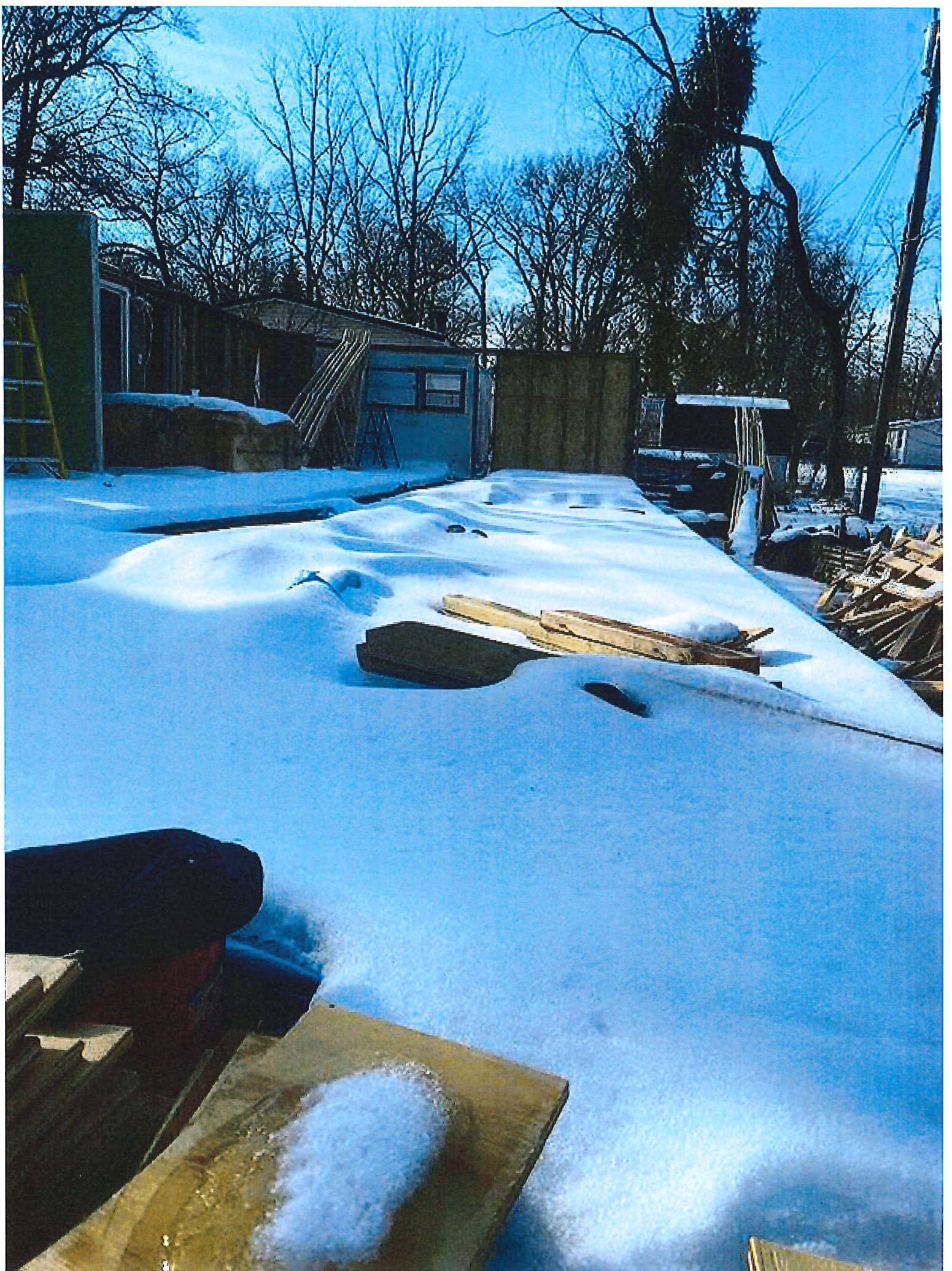
















May 31, 2022May 31, 2022

Jonathan Hohenstein  
Howell Township Treasurer  
3525 Byron Road  
Howell, MI 48855  
Email: [treasurer@howelltownshipmi.org](mailto:treasurer@howelltownshipmi.org)  
Phone: 517-546-2817 ext. 103

Joe Daus  
Howell Township Zoning Official  
3525 Byron Road.  
Howell MI 48855  
Email: [inspector@howelltownshipmi.org](mailto:inspector@howelltownshipmi.org)  
Phone: 517-546-2817 ext. 108

RE: May 26<sup>th</sup>, 2022  
Howell Dangerous Buildings Hearing

Mr. Hohenstein and Mr. Daus,

Per the dangerous buildings hearing held May 26<sup>th</sup>, 2022 at 10:00 am at the Howell Township Hall; The following order is made regarding the structure located at 1073 E. Barron Rd. in accordance with the Howell Township Dangerous Buildings Ordinance 219 and the Housing Law of Michigan, MCL 125.521 et seq.

1073 E. Barron Rd. Property Owner:  
Jeff McKendrick  
2139 W. Grand River  
Howell, MI 48843

The property owner has 30 days from notice to immediately:

1. Clean up the site by removing all debris and stored materials
2. Maintain the landscape in accordance with the and one of the following:
  - a. Demolish the remaining structure completely and restore the property.

-OR-

- b. Commission a Michigan design professional to issue signed and sealed repair or replacement documents for the structure at 1073 E. Barron Rd. to Howell Township Zoning and Livingston County Building Departments.

May 31, 2022  
Page 2 of 2

If the Order is not complied with, a decision will be filed and an order with the Township Board, along with a report of noncompliance. The Township Board will then set another hearing not less than 30 days after the date of the Order to provide the Property Owner with an opportunity to show cause as to why the order should not be enforced.

Thank you,



**David Boersma, AIA, NCARB**

Howell Township Dangerous Buildings Hearing Officer  
Registered Architect MI, IL , WI, PA, NY, CT, GA, FL, NC, MT  
Registered State of Michigan Building Code Official #005656  
Historical Architect  
Office: 989-921-5590



MINUTES  
HOWELL TOWNSHIP  
DANGEROUS BUILDINGS ORDINANCE  
DANGEROUS BUILDINGS HEARING  
May 26, 2022  
Howell Township Hall, 10:00 am.

I. Introduction

- A. David Boersma, AIA called the hearing to order at 10:00 am
- B. Purpose of Hearing – Mr. Boersma started with “The purpose of this Hearing is to decide whether the building or structure at issue is a dangerous building. The property owner of 1073 E. Barron Rd and any interested parties will have the opportunity to show cause why I should not order the building or structure to be demolished, otherwise made safe, or properly maintained.”
- C. Process of Hearing – Mr. Boersma continued “I will take testimony of the enforcing agency; will ask questions; will take testimony of property owner(s); will ask questions; will allow the enforcing agency the opportunity for rebuttal since the enforcing agency went first; and then will take testimony from any other “interested parties.” After the hearing, I will render a decision either closing the proceedings or ordering the building or structure demolished, otherwise made safe, or properly maintained. My decision will then be recorded in a written decision that I will issue not more than 5 days after this hearing.”

- I. Service/Notice on Property Owner/Interested Parties. Mr. Boersma “Service/Notice. Before taking any testimony, I would like to make sure Notice of the Hearing and proper service is put on the record. The Ordinance requires two things: (1) for the Enforcing Agency’s Notice of the dangerous condition of the building to be served on the Hearing Officer (acknowledged service); and (2) for the Enforcing Agency’s Notice of the dangerous condition of the building and the time and date for today’s hearing to be served on the owner or party in interest in the building whose name is on the last local tax assessment records of the Township. The notice needs to be served at least 10 days before today. The notice needs to be served personally or by certified mail, return receipt requested, and if it is served by certified mail, it also needs to be posted on a conspicuous part of the building or structure. (Enforcing Agency acknowledge service of notice was performed in this manner.)

II. Enforcing Agency’s testimony. (Enforcing Official/Dangerous Buildings Administrator) Testimony may be summarized as follows:

- 1. The entire building with the exception of the South wall and floor deck have been demolished and removed.
- 2. There has been an addition extra floor space which is not in compliance with the codes. No proper footings exist as required by the current MI Residential Code.

3. All the windows and doors have been removed.
4. The structure shows signs of rot and dilapidation through a lack of maintenance.
5. There are entry points that allow the elements and vermin to enter.
6. This structure is an attractive nuisance and poses a danger to the public and passersby.
7. It is unknown whether a functional well and septic system exists.
8. It is unknown whether a heating, plumbing or an electrical system exists.
9. The structure was last inspected on 2/1/2021

III. Property Owner(s) testimony. (Property Owner) Testimony may be summarized as follows:

1. It is the owner's intent to repair or replace the damaged structure.
2. The owner stated that the pandemic has created a hardship on his health and finances.
3. The owner requests additional time to get work scheduled.

IV. Rebuttal testimony by Enforcing Agency. (Enforcing Official/Dangerous Buildings Administrator)

1. Staff's opinion is the most practical approach is to demolish the structure and properly dispose of the materials. It is doubtful that any of the existing components could be salvaged.
2. Alternatively, to restore this structure to a habitable and or usable condition; we ask that a licensed design professional; an engineer or architect, evaluate the structure starting with the foundations and soils and submit a report to the Livingston County Building Department. The design professional's report should include the scope of the work needed to bring this building into code compliance.
3. Prior to any construction or demolition, the owner or contractor shall obtain permits from Howell Township and the Livingston County Building Department. The permit applications shall include the design professional's evaluation and 2 copies of detailed architectural drawings stamped by an architect or engineer. The plans shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the 2015 Michigan Residential Code.

V. Public Comment / testimony by other Interested Parties

1. None

Decision process and failure to comply. (Hearing Officer)

1. Mr. Boersma "In accordance with the Township's Dangerous Buildings Ordinance, and within 5 days, I will submit an Order with my decision either closing the proceedings or ordering the building or structure demolished, otherwise made safe, or properly maintained. The Order will be served in the same manner as the Notice of tonight's hearing was served. If the Order is not

complied with, I will file the decision and order with the Township Board, along with a report of noncompliance. The Township Board will then set another hearing not less than 30 days after the date of the Order to provide the Property Owner with an opportunity to show cause as to why my order should not be enforced.”

2. The following order was made to the property owner:
  - a. Allow 30 days for the property owner to immediately clean up the site by removing debris from the property and to maintain the lawn and landscape and one of the following:
    - i. Allow 30 days to demolish the remaining structure and restore the property
  - OR-
  - ii. Allow 30 days for the owner to commission a Michigan design professional to issue signed and sealed repair or replacement documents to Howell Township and the Livingston County Building Department.
- b. The owner has 30 days from notification to comply.

VI. Close hearing.



**David Boersma, AIA, NCARB**

Howell Township Dangerous Buildings Hearing Officer  
Registered Architect MI, IL , WI, PA, NY, CT, GA, FL, NC, MT  
Registered State of Michigan Building Code Official #005656  
Historical Architect  
Office: 989-921-5590

STATE OF MICHIGAN

HOWELL TOWNSHIP, LIVINGSTON COUNTY  
RESOLUTION 07.22.511

_____ )		
In the matter of the property and buildings )		
Located at 1073 Barron Rd. Howell, Michigan 48855 )		Dangerous Building
Livingston County, Parcel No 4706-13-401-010, )		Matter No. 2022-01
Owner of record Jeff McKendrick )		
_____ )		

**FINAL RESOLUTION AND ORDER OF THE HOWELL TOWNSHIP BOARD**

At a Public Hearing on the 11 day of July, 2022 at 6:30 p.m. at the Howell Township Hall, held during a regular meeting of the Howell Township Board, and pursuant to the Howell Township Dangerous Building Ordinance and the Housing Law of Michigan, MCL 125.521 *et seq.*,

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution and Order was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

**WHEREAS**, a Dangerous Buildings Hearing was properly noticed and held by the Howell Township (“Township”) at the Township Hall on May 26, 2022, concerning the building(s) or structure(s) located at 1073 Barron Rd. Howell, Michigan 48855 (the “subject property”), pursuant to the Housing Law of Michigan, MCL 125.541(4) (the “Statute”); and

**WHEREAS**, on May 31, 2022, the Hearing Officer issued a Decision and Order, finding that the subject property constitutes a dangerous building as defined by the Ordinance and state law; and

**WHEREAS**, the Hearing Officer’s Decision and Order required the property owner to repair and make safe the structure so that it is not a dangerous building within thirty (30) days, or in the alternative, to demolish and remove the structure from the property within thirty (30) days; and

**WHEREAS**, the Hearing Officer’s Decision and Order was filed with the Township Board and served on the property owner in the manner prescribed by the Statute and the Ordinance; and

**WHEREAS**, the Township Board fixed July 11, 2022 as the date for a hearing (the

“Hearing”) on the Hearing Officer’s Decision and Order, and gave notice to the property owner of said Hearing in the manner prescribed in state law and the Ordinance; and

**WHEREAS**, at the Hearing, the property owner, agent, or lessee was given an opportunity to show cause why the Hearing Officer’s Decision and Order should not be enforced; and

**WHEREAS**, the property owner, agent, or lessee did / did not (circle one) appear at the Hearing.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT:**

1. The Township Board **APPROVES / DISAPPROVES / MODIFIES** (circle one) the Hearing Officer’s Decision and Order.
2. The Owner, agent, or lessee of the subject property shall comply with the Hearing Officer’s Decision and Order within sixty (60) days of the date of this Order.
3. In the event of the failure or refusal of the owner or party in interest to comply with the Hearing Officer’s Decision and Order within sixty (60) days, the Township Board may, in its discretion, contract to either make the property safe through maintenance or repairs, or to demolish the dangerous building or structure, pursuant to the Ordinance.
4. In addition, any person or other entity who fails or refuses to comply with the Hearing Officer’s Decision and Order within sixty (60) days, shall be responsible for a municipal civil infraction and subject to a civil fine of not more than \$500.00, plus costs, pursuant to the Ordinance.
5. An owner aggrieved by this Resolution and Order may appeal to the circuit court by filing a petition for an order of superintending control within twenty (20) days.

ADOPTED:

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

RESOLUTION AND ORDER DECLARED ADOPTED.

I, \_\_\_\_\_, Township Clerk of Howell Township, hereby certify this to be a true and complete copy of Resolution and Order No. \_\_\_\_\_, duly adopted at a regular meeting of the Township Board held on the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
\_\_\_\_\_, Township Clerk

# **AGENDA ITEM**

**6A**

**HOWELL TOWNSHIP REGULAR BOARD  
PROPOSED MEETING MINUTES**

3525 Byron Road Howell, MI 48855  
June 13, 2022, 6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Jeff Smith	Trustee
Harold Melton	Trustee

**MEMBERS ABSENT:**

Jean Graham	Clerk
Michael Newstead	Trustee

**ALSO IN ATTENDANCE:** George Messner, Tim Boal, Kyle Bianchi, John Bianchi, Tim Droste, Scott Freude, Keery Lacy, Kristin Lacy, Mike Cieslinski, Steve Wasyk, Beth Brown, Luke Bowman, and Carol Makushik.

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called.

All rose for the Pledge of Allegiance.

**CALL TO THE BOARD:**

June 13, 2022

**MOTION** by Hohenstein seconded by Counts, **"TO APPROVE THE JUNE 13, 2022 AGENDA AS AMENDED. DATE OF MEETING ON THE AGENDA CHANGED FROM JUNE 11, 2022 TO JUNE 13, 2022."** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

June 13, 2022

A. 2022/2023 BUDGET MEETING MINUTES

**MOTION** by Hohenstein, seconded by Melton, **"TO APPROVE THE MAY 9, 2022 2022/2023 BUDGET MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

B. REGULAR BOARD MEETING MINUTES

**MOTION** by Hohenstein, seconded by Melton, **"TO APPROVE THE MAY 9, 2022 REGULAR MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried.

**CORRESPONDENCE:**

No additions.

**CALL TO THE PUBLIC:**

The following individuals spoke regarding Marr Road issues:

John Bianchi 4103 Indian Camp Trail  
George Messner 4786 Crandle Road  
Mike Cieslinski 3336 W. Marr Road  
Ron Gosselin 3915 Indian Camp Trail  
Luke Bowman 3680 W. Marr Road

Tim Droste 4076 Indian Camp Trail  
Beth Brown 4092 Indian Camp Trail  
Kyle Bianchi 4108 Indian Camp Trail  
Keery Lacy 4536 Crandle Road

**UNFINISHED BUSINESS:**

A. HOWELL TOWNSHIP MARR ROAD DISCUSSION

Steve Wasylk, Livingston County Road Commission Managing Director spoke on the following topics:

- Livingston County Road Commission Mission Statement, what the commission does, and how they receive funding to complete road maintenance and/or new paving projects within Livingston County.
- Encouraged all residents to attend Livingston County Road Commission Board Meetings to share concerns.
- Reviewed the determination process of what road work gets completed in Livingston County.
- Livingston County Road Commission's recommendation for Marr Road.
- Reviewed the process on how and who sets speed limits on roads in Michigan.

Mr. Wasylk took questions after his presentation. Discussion followed.

B. HAWK MEADOW GOLF CLUB UTILITY EASEMENT REQUEST

Treasurer Hohenstein updated the Board regarding information he received from Spicer Group about the REUs related to the easement request. Discussion followed. The Board asked Treasurer Hohenstein to obtain additional information regarding the REUs before a decision can be made regarding the Hawk Meadows Golf Club easement request

C. RESOLUTION TO ESTABLISH NEW HOWELL TOWNSHIP OFFICERS/TRUSTEES SALARY

TRUSTEE RESOLUTION 06.22.506

**MOTION** by Smith, seconded by Counts, "**PROPOSE 3% SALARY INCREASE.**" Discussion followed. Motion carried. A roll-call vote was taken: Melton-Y, Counts-Y, Smith-Y, Coddington-Y, and Hohenstein-N. Motion passes 4 to 1. Absent-2.

CLERK RESOLUTION 06.22.507

**MOTION** by Counts, seconded by Smith, "**THE CLERK FOR 3% SALARY INCREASE.**" Discussion followed. Motion carried. A roll-call vote was taken: Hohenstein-N, Melton-Y, Counts-Y, Smith-Y, and Coddington-Y. Motion passes 4-1. Absent-2.

TREASURER RESOLUTION 06-22-508

**MOTION** by Counts, seconded by Melton, "**THE TREASURER FOR 3% SALARY INCREASE.**" Discussion followed. Motion carried. A roll-call vote was taken: Counts-Y, Coddington-Y, Smith-Y, Melton-Y, and Hohenstein-N. Motion passes 4-1. Absent-2.

SUPERVISOR RESOLUTION 06.22.509

**MOTION** by Counts, seconded by Smith, "**THE SUPERVISOR 3% SALARY INCREASE.**" Discussion followed. Motion carried. A roll-call vote was taken: Hohenstein-N, Counts-Y, Smith-Y, Coddington-Y, and Melton-N. Motion passes 3-2. Absent-2.



**NEW BUSINESS:**

- A. HPS AND TOWNSHIP COOPERATIVE AGREEMENT FOR LAW ENFORCEMENT SERVICES  
Cooperative agreement reviewed by Board and discussion followed. The Board would like changes made to the agreement. The agreement will go to the Howell Township legal counsel for language updates/changes before a decision can be made.

**REPORTS:**

- A. SUPERVISOR:  
Supervisor Coddington gave an update on the County Supervisor's meeting he attended. Discussion followed.
- B. TREASURER:  
Treasurer Hohenstein gave an update on the following items:
- MiSignal
  - ION Electric Services, LLC- Generator Maintenance Agreement  
**MOTION** by Smith seconded by Melton, **"TO ACCEPT ION ELECTRIC SERVICE, LLC GENERATOR MAINTENANCE AGREEMENT FOR THREE YEARS WITH A COST NOT TO EXCEED \$1,850.00."** Discussion followed. Motion Carried.
- C. CLERK:
- Election File cabinets without locks-  
**MOTION** by Hohenstein, seconded by Melton, **"TO ACCEPT MASTER MEDIA QUOTE FOR TWO NEW FIRE KING FILE CABINETS, 4 DRAWER LEGAL SIZE"**. Discussion followed. Motion carried.
  - Election Room Construction/General Building Repair Construction-  
**MOTION** by Counts, seconded by Smith, **"TO TABLE THE ISSUE AND COME BACK WITH MORE APPROPRIATE QUOTES."** Discussion followed. Motion carried.
  - Election "Vote Here" Signs-  
**MOTION** by Hohenstein, seconded by Smith, **"TO ACCEPT THE QUOTE FROM PDQ AND AMAZON FOR THE VOTE HERE SIGNS AND FRAMES."** Discussion followed. Motion carried.
- D. ZONING:  
(See Zoning Administrator Daus's prepared written report.)
- E. ASSESSING:  
(See Assessor Kilpela's prepared written report.)
- F. FIRE AUTHORITY:  
Supervisor Coddington gave an update on the recent Howell Area Fire Authority meeting.
- G. MHOG:  
(See MHOG report prepared by Trustee Counts.)
- H. PLANNING COMMISSION:  
(See Planning Commission report prepared by Trustee Counts.)
- I. ZONING BOARD OF APPEALS (ZBA):  
Trustee Counts gave an update on the last ZBA Meeting.

J. WWTP:

Treasurer Hohenstein gave an update from the May 19, 2022 Meeting.

K. HAPRA

(See HAPRA event flyers and May 17, 2022 Meeting update prepared by Clerk Graham.)

L. Property Committee

**NORTH BURKHART ROAD PROPERTY SALE**

Treasurer Hohenstein stated that the sale of the North Burkhart Road property is moving forward.

**CALL TO THE PUBLIC:**

No response.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

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

**ADJOURNMENT:**

**MOTION** by Counts, seconded by Hohenstein, **"TO ADJOURN."** Motion carried. The meeting adjourned (9:06 pm).

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

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

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

Dated: \_\_\_\_\_ July 11, 2022 \_\_\_\_\_

\_\_\_\_\_  
Howell Township Clerk  
Jean Graham

\_\_\_\_\_  
Mike Coddington  
Howell Township Supervisor

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

# **AGENDA ITEM**

**9A**

**Howell Township Road Discussion  
July 6, 2022**

For the last two Board meetings we have been discussing Township roads in general and possible options to improve Marr Road. The one item we did not come to a resolution on was the possibility of a voter approved paving millage. Attached is a resolution that could be adopted by the Township Board for either general road work or the Board could specifically call out what roads the Board intends to pave. This resolution would need to be adopted no later than the August regular Board meeting to meet the deadline for the County Clerk's office to review the ballot language for the November election. While it would be easier for the Board to approve a general paving resolution I think it would be more likely to pass if the Board called out the specific road(s) it intends to pave. Brent, Jean, and I met with Jodi Tedesco and Bobby Daavettilla from the Livingston County Road Commission (LCRC) on July 6<sup>th</sup> for a discussion about the Township's roads. After our discussion, we have come to the following conclusions:

The cost of paving has increased dramatically in the last few years. The general rule of thumb in 2020 was 1 million dollars per mile. Now the cost is 3.5 million dollars per mile. Brent did a calculation for the Board and determined that 1 mill for 1 year would raise \$438,000 and 4 mills for 1 year would raise \$1,752,000. At 4 mills it would take 2 years to pay for 1 mile of road paving. 4 mills would increase the taxes on a property with a \$200,000 true cash value and a taxable value of \$100,000 approximately \$400. The citizens of Howell Township are already facing higher prices for everyday goods and services so asking for a tax increase now may not be ideal.

Howell Township does not have gravel roads with high traffic counts. Attached are the latest traffic counts from LCRC. The highest gravel road traffic count is 690 cars on the southernmost section of Fisher Road. While Howell Township could use a paved east-west road at the northern end of the Township, not many good options are available. Allen Road has a bridge out at the Shiawassee River. Marr Road has a section between Burkhart and Byron that would be expensive to pave. Barron Road ends at Brewer Road. Henderson Road ends at Brewer Road.

Should the Board wish to put a road paving millage to a vote of the people it needs to consider what Road(s) to pave and then calculate how many mills and how many years would be required.

Respectfully submitted,

Jonathan Hohenstein

**Howell Township, Livingston County**

**Resolution to Adopt Road Pavement, Improvement, Repair, and Maintenance Millage Increase Proposal**

**Resolution No. \_\_\_\_\_**

At a meeting of the Howell Township Board, Livingston County, Michigan, held on \_\_\_\_\_, 2022, at \_\_\_ p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**WHEREAS**, townships may impose and levy *ad valorem* property taxes to finance lawful public improvements as authorized by the Michigan Constitution and other laws. Specifically, townships may provide funds to pave, improve, repair, and maintain roads within the township as authorized by Public Act 51 of 1951, MCL 247.651 *et seq.*, among other authorities; and

**WHEREAS**, the Township Board of Howell Township wishes to levy a new millage of [INSERT MILLAGE AMOUNT] mills for [INSERT WRITTEN TIME LENGTH (INSERT TIME LENGTH NUMBER)] years, 2022 through [INSERT YEAR OF EXPIRATION] inclusive, to pave, improve, repair, and maintain roads within the Township as authorized under Michigan law.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The Township Board of Howell Township, Livingston County, Michigan, approves the following millage increase proposal language and directs the Clerk to submit it to be placed on the November 8, 2022 election ballot:

**HOWELL TOWNSHIP MILLAGE INCREASE PROPOSAL  
ROAD PAVEMENT, IMPROVEMENT, REPAIR, AND MAINTENANCE**

Shall Howell Township impose an increase of up to INSERT MILLAGE AMOUNT mills (\$[INSERT DOLLAR AMOUNT PER \$1000] per \$1,000 of taxable value) in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution, subject to the required millage rollbacks, and levy it for [INSERT WRITTEN TIME LENGTH (INSERT TIME LENGTH NUMBER)] years, 2022 through [INSERT YEAR OF EXPIRATION] inclusive, to pave, improve, repair, and maintain roads within Howell Township, raising an estimated \$[INSERT ESTIMATED REVENUE] in 2022?

Yes     No

2. The Township Clerk is directed to post and publish notices of registration and notices of election, have ballots prepared and provided in sufficient quantity, and to do all things and provide all supplies necessary for the submission of this question at the election as required by law.

3. The Notice of Election for said election in Howell Township shall include notice of the submission of this question in substantially the following form:

**TO THE QUALIFIED ELECTORS OF HOWELL TOWNSHIP:**

PLEASE TAKE NOTICE that at the election to be held in Howell Township, Livingston County, Michigan, on Tuesday, November 8, 2022, the following proposal shall be submitted to the qualified electors:

**HOWELL TOWNSHIP MILLAGE INCREASE PROPOSAL  
ROAD PAVEMENT, IMPROVEMENT, REPAIR, AND MAINTENANCE**

Shall Howell Township impose an increase of up to INSERT MILLAGE AMOUNT mills (\$[INSERT DOLLAR AMOUNT PER \$1000] per \$1,000 of taxable value) in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution, subject to the required millage rollbacks, and levy it for [INSERT WRITTEN TIME LENGTH (INSERT TIME LENGTH NUMBER)] years, 2022 through [INSERT YEAR OF EXPIRATION] inclusive, to pave, improve, repair, and maintain roads within Howell Township, raising an estimated \$[INSERT ESTIMATED REVENUE] in 2022?

Yes     No

Full text of the ballot proposal may be obtained at the administrative offices of Howell Township, 3525 Byron Rd, Howell, MI 48855-7751, telephone: (517) 546-2817.

**QUALIFICATIONS OF ELECTORS**

All properly registered and qualified electors within Howell Township are entitled to vote on the question. The places of election will be the regular voting places in Howell Township, Livingston County, Michigan. The polls will be open from 7:00 am until 8:00 p.m.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Absent/Abstain: \_\_\_\_\_

The Supervisor declared the resolution adopted.

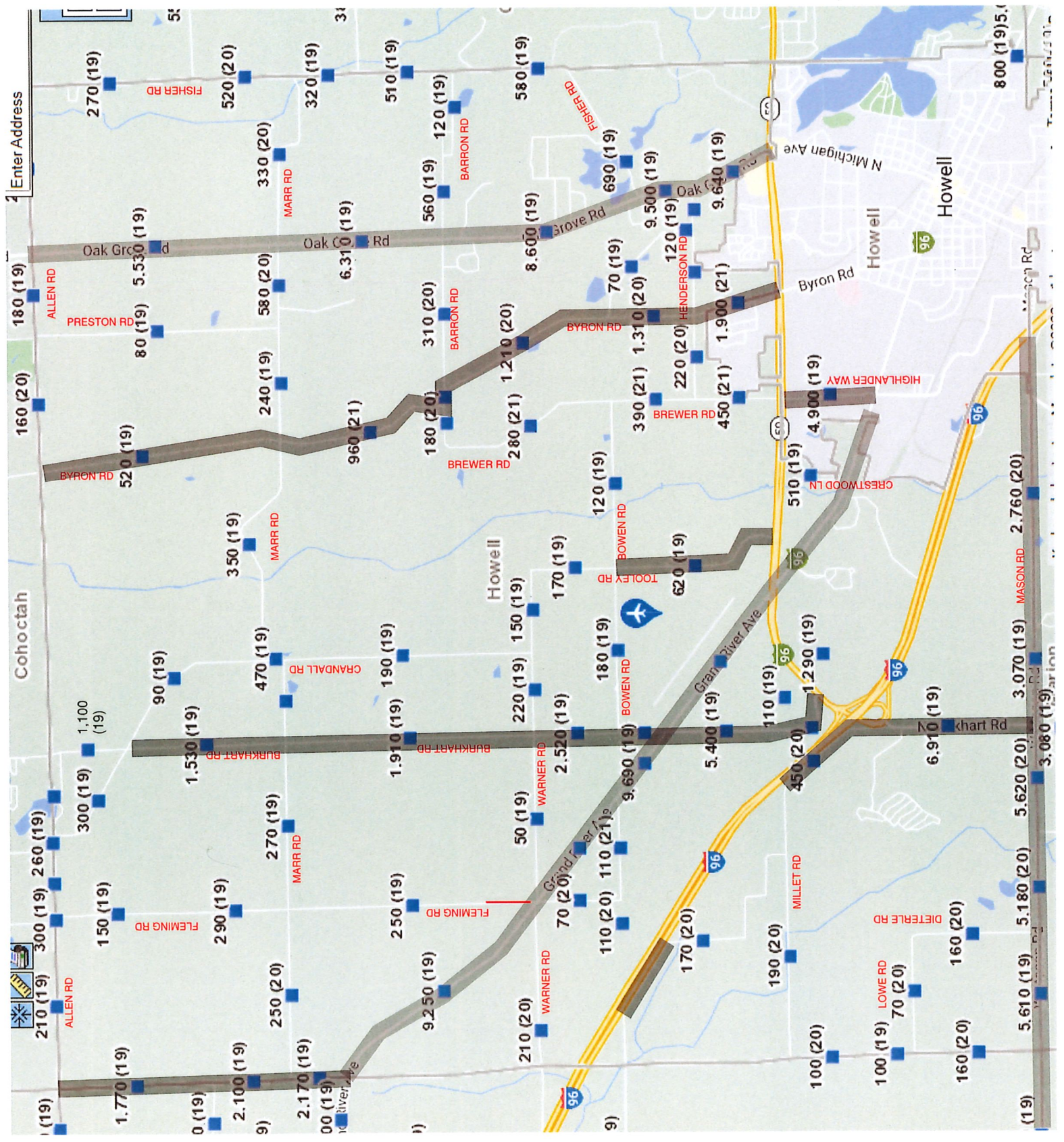
\_\_\_\_\_  
Mike Coddington, Howell Township Supervisor

**Certificate**

I, Jean Graham, the duly elected and acting Clerk of Howell Township, hereby certify that the foregoing resolution was adopted by the Township Board by a roll call vote at a regular meeting of the Board held on \_\_\_\_\_, 2022, at which meeting a quorum was present; and that this resolution was ordered to take immediate effect.

\_\_\_\_\_  
Jean Graham, Howell Township Clerk







## 2022 PPP Average Cost / Mile

Treatment	Average Cost / Mile	Recommended Road Candidate Condition
Reconstruct Gravel Road and HMA Pave	\$3.5 Million	Gravel Road with ADT greater than 1,000
2.0" Hot Mix Asphalt(HMA) Overlay	\$200,000	Paser Rating high 4, Surface raveling or first signs of wheel path cracking. Block cracking over 50%, patches in good condition.
HMA Wedge Course and 2.0" HMA Overlay	\$350,000	Paser Rating 3 or low 4, Moderate Rutting, extensive block cracking, patches in poor condition.
Base Repair/HMA Wedge Course/ 2.0" HMA Overlay	\$400,000	Paser Rating high 2 or 3. Significant road deterioration. Patches 1,000 syds or less per mile. Unbuilt road with poor underlying soils.
2.5" Mill existing pavement/ 3.0" HMA Pavement 2-Lifts	\$450,000	Paser Rating 2 – 4. Roadway with curb and gutter or grade control. Surface raveling, cracking, poor patches.
2.5" Mill existing pavement/ 4.0" HMA Pavement 2-Lifts with 3.0 paved shoulder	\$650,000	Paser Rating 2 – 4. Roadway with curb and gutter or grade control. Surface raveling, cracking, poor patches. With high traffic volumes
Crush and grade existing pavement. HMA Pave, 400#/Syd 2-Lifts	\$475,000	Paser Rating 2 or 3. Significant road deterioration. Patches in poor condition greater than 1000 syd per mile. Decent underlying road base.
Chip Seal with a Fog Seal	\$45,000	Low volume rural paved road. Minor surface defects and cracking.
HMA Wedge with a Chip Seal and Fog Seal	\$250,000	Low volume rural paved road. Minor rutting and deformation of pavement.
Reclamite HMA pavement surface rejuvenator	\$25,000	3-5 year old newly paved roadway. Rejuvenates bitumen in the pavement to extend pavement life.
Overband Crack Seal	\$10,000	Cracks 1/4" or larger



# **AGENDA ITEM**

## **10A**

## 2021-2022 PROPOSED BUDGET AMENDMENTS

Budget Amendment 1	2021-2022 BUDGET	YTD BALANCE 6/30/2022	% BDGT USED	2021-2022 AMENDED BUDGET
Dept 000 - OTHER 204-000-801.00	332,500.00	460,448.72	138.48	461,000.00
ROAD IMPROVEMENT EXPENSE	332,500.00	460,448.72	138.48	461,000.00

\*Increase ROAD IMPROVEMENT EXPENSE by \$128,500 to account for Burkhardt Road Project that was completed in June instead of July.

### Budget Amendment 2

Dept 442 - WWTP 592-442-969.01	15,000.00	14,650.60	97.67	43,500.00
WWTP BIOSOLIDS REMOVAL EXPENSE	15,000.00	14,650.60	97.67	43,500.00

\*Increase WWTP BIOSOLIDS REMOVAL EXPENSE by \$28,500 to account for second biosolids removal in same year.

# **AGENDA ITEM**

## **11B**

1Q22	Product Name	Payment Type	Quantity	Transaction Amount	Enhanced Access Fees
	GENERAL - OTC	CREDIT CARD	4	\$725.00	\$27.25
	HOWELL TWP-MHOG	CREDIT CARD	1	\$1,120.00	\$30.80
	SUMMER TAX - OTC	CREDIT CARD	4	\$674.51	\$26.51
	UTILITY BILLING - OTC	CREDIT CARD	3	\$727.05	\$24.50
	WINTER TAX - OTC	CREDIT CARD	3	\$1,509.55	\$42.24
	<b>TOTAL</b>		<b>15</b>	<b>\$4,756.11</b>	<b>\$151.30</b>

2Q22	Product Name	Payment Type	Quantity	Transaction Amount	Enhanced Access Fees
	DLQ PERSONAL PROPERTY - OTC	CREDIT CARD	1	\$105.30	\$5.50
	DOG LICENSES - OTC	CREDIT CARD	5	\$150.00	\$14.00
	GENERAL - OTC	CREDIT CARD	8	\$3,884.25	\$122.94
	WINTER TAX - OTC	CREDIT CARD	2	\$801.20	\$24.50
	<b>TOTAL</b>		<b>16</b>	<b>\$4,940.75</b>	<b>\$166.94</b>

3Q22	Product Name	Payment Type	Quantity	Transaction Amount	Enhanced Access Fees
	DOG LICENSES - OTC	CREDIT CARD	4	\$140.00	\$11.50
	GENERAL - OTC	CREDIT CARD	8	\$875.00	\$43.25
	UTILITY BILLING - OTC	CREDIT CARD	1	\$297.26	\$8.25
	<b>TOTAL</b>		<b>13</b>	<b>\$1,312.26</b>	<b>\$63.00</b>

YTD **\$11,009.12** **\$381.24**

	\$4,756.11
	\$151.30
	\$30.78
	\$45.40
	\$45.40

	\$4,940.75
	\$166.94
	\$100.16
	\$50.08
	\$50.08

	\$1,312.26
	\$63.00
	\$37.80
	\$18.91
	\$18.91

	\$114.39
	\$114.39

# **AGENDA ITEM**

**11D**

## ADDRESS ASSIGNMENT

Permit #	Contractor	Job Address	Fee Total
PA22-009	WINEGAR GEORGE & LOIS	BYRON	\$25.00
<b>Work Description:</b> ON THE WEST SIDE OF BYRON ROAD JUST NORTH OF MARR ROAD. UTILITY ADDRESS FOR THE BARN			
PA22-003	PIETILA MATTHEW AND CAR	3147 OAK GROVE RD	\$25.00
<b>Work Description:</b> ON THE WEST SIDE OF OAK GROVE ROAD SOUTH OF BARRON AND NORTH OF CASTLE WOOD DRIVE.			
<b>Total Permits For Type:</b>			<b>2</b>
<b>Total Fees For Type:</b>			<b>\$50.00</b>

## Commercial Land Use

Permit #	Contractor	Job Address	Fee Total
P22-087	COMMUNITY CATALYSTS DEV	4495 W GRAND RIV	\$250.00
<b>Work Description:</b> REMODELING MOTEL			
P22-073	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$250.00
<b>Work Description:</b> SITE GRADING AND BALANCING			
<b>Total Permits For Type:</b>			<b>2</b>
<b>Total Fees For Type:</b>			<b>\$500.00</b>

## MHOG

Permit #	Contractor	Job Address	Fee Total
PMHOG22-015	WESTVIEW CAPITAL LLC	3061 IVY WOOD CIR	\$778.00
<b>Work Description:</b>			
PMHOG22-016	WESTVIEW CAPITAL LLC	3067 IVY WOOD CIR	\$778.00
<b>Work Description:</b>			
PMHOG22-013	WESTVIEW CAPITAL LLC	3095 IVY WOOD CIR	\$778.00
<b>Work Description:</b>			
PMHOG22-018	WHITAKER TRENTON AND K	3072 HILL HOLLOW LN	\$506.00



Work Description:

Total Permits For Type: 4  
Total Fees For Type: \$2,840.00

## Residential Land Use

Permit #	Contractor	Job Address	Fee Total
P22-071	HOSTETLER TIM L & DONNA	5606 BYRON	\$10.00
<b>Work Description:</b> REMOVE AND REROOF HOUSE AND GARAGE			
P22-085	JOHNSON JACOB A	5170 CRANDALL	\$50.00
<b>Work Description:</b> DEMOLISH AND REMOVE ALL BUILDINGS ON SITE			
P22-083	GOERS STEVEN & SARAH	3525 AMBER OAKS DR	\$50.00
<b>Work Description:</b> NEW DECK AROUND ABOVE GROUND POOL			
P22-084	GOERS STEVEN & SARAH	3525 AMBER OAKS DR	\$50.00
<b>Work Description:</b> 24 FT ROUND ABOVE GROUND POOL.			
P22-074	BOURNE CHRISTOPHER AND	3265 HILL HOLLOW LN	\$50.00
<b>Work Description:</b> 16 X 24 KAYAK POOL			
P22-078	WESTVIEW CAPITAL LLC	3061 IVY WOOD CIR	\$105.00
<b>Work Description:</b> 1516 SQ FT 2 STORY DWELLING ON A FULL UNFINISHED BASEMENT WITH A 2 CAR ATTACHED GARAGE AND A 14 X 20 PATIO.			
P22-079	WESTVIEW CAPITAL LLC	3067 IVY WOOD CIR	\$105.00
<b>Work Description:</b> 2059 SQ FT BI-LEVEL DWELLING WITH A 2 CAR ATTACHED GARAGE AND A 10 X 12 DECK.			
P22-076	WESTVIEW CAPITAL LLC	3095 IVY WOOD CIR	\$105.00
<b>Work Description:</b> 1822 SQ FT 2 STORY DWELLING ON A FULL UNFINISHED BASEMENT WITH A 2 CAR ATTACHED GARAGE AND A 10 X 10 PATIO.			
P22-077	HOEFT GORDON & DEBRA	1548 W BARRON	\$10.00
<b>Work Description:</b> TEAR OFF AND INSTALL NEW SHINGLES.			
P22-082	PIETILA MATTHEW AND CAR	3147 OAK GROVE RD	\$75.00
<b>Work Description:</b> 1947 SQ FT DWELLING ON A FULL BASEMENT WITH A ATTACHED GARAGE			
P22-072	BULSZEWICZ DEREK AND RA	750 HENDERSON	\$50.00
<b>Work Description:</b> 30 X 40 CONCRETE SLAB WITH FOOTINGS FOR A FUTURE BUILDING.			
P22-081	BUCHMAN TIMOTHY SR AND	90 CASTLEWOOD	\$50.00
<b>Work Description:</b> DECK AROUND AN ABOVE GROUND POOL			
P22-080	WEVER THOMAS AND RACHE	1350 BLUE PINE WAY	\$50.00

Work Description: FENCING IN BACK YARD.

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P22-086      HOORNSTRA MARK R & DON      1106 N TRUHN RD      \$50.00

Work Description: REMOVING EXISTING DECK AND BUILDING A 16 X 16 COVERED PATIO

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**Total Permits For Type:                      14**  
**Total Fees For Type:                              \$810.00**

## Report Summary

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Population: All Records  
Permit.DateIssued Between  
6/1/2022 12:00:00 AM AND  
6/30/2022 11:59:59 PM

**Grand Total Fees:                              \$4,200.00**  
**Grand Total Permits:                              22**

# **AGENDA ITEM**

**11E**

## Monthly Activity Report for June 2022 – Assessing Dept/Brent Kilpela

### MTT UPDATE:

2022

**Chestnut Woods v Howell Township:** Filed answer to appeal on June 22<sup>nd</sup>. The Michigan Tax Tribunal will schedule discovery and hearing dates according to their calendar.

**Antolin Interiors USA, Inc. v Howell Township:** Waiting for proof of service to file answer to appeal. Will also be reach out to opposing counsel and question the validity of appealing a parcel that is already receiving the Industrial Facilities Tax Exemption through tax year 2026.

### SMALL CLAIMS TRIBUNAL:

**Violet Storey v Howell Township:** Appealing the Board of Review's decision to deny the poverty exemption. In her paperwork she declared that her son and grandson live with her. There was no proof of income provided for either dependent. All members of the household must provide proof of income to be considered for the exemption. At this point I am waiting for a court date to explain our reasoning for the denial.

### ASSESSING OFFICE:

**ASSESSOR:** Field work is progressing. We have done sections 1-4 thus far. July Board of Review will be held on July 19<sup>th</sup>. This is an opportunity to put late filed eligible PRE's in place for taxpayers. It also allows for any Veteran or Poverty Exemptions to be processed. The final opportunity for these exemptions will be at the December Board of Review.

**OTHER:** Attended the June Waste Water Treatment Plant meeting. Updated all BS&A modules to match the newly required State Uniform Chart of Accounts.

# **AGENDA ITEM**

**11J**

Howell Township  
Wastewater Treatment Plant Meeting  
Meeting: June 15, 2022 10am

Attending: Travis Wines, Greg Tatara, Brent Kilpela, Jonathan Hohenstein

Please see the attached report for details on the plant operation.

**Epoxy:** No further action has been made on this item.

**Burkhart Ridge Pump Station:** No further action has been made on this item.

**Pump Stations:** Travis will contact Kennedy and get a full report of the status of the open projects for MHOG. MHOG will also be doing an in depth site inspection for all pump stations including a draw down test. All the pump stations will be renumbered due to already existing numbers in the MHOG system to avoid confusion.

**Ferric Chloride:** As was stated in the last report, Travis had some issues with the ferric chloride pump, which he fixed. When the pump was checked again the day tank had been pumped dry (adding too much ferric to the plant). The plant violated the phosphorus permit levels and was having issues with the pH level. Travis got the pump reset and also checked the splitter box. Travis got the splitter box cleaned out by M&K and discovered that it was filled with rags. Andre was filling the ferric day tank and then got distracted, overfilling the tank and causing a large spill. Travis got most of it pumped back into the storage tank minimizing the loss. Greg and James plan on trying to get the anaerobic selector basin operational. If successful they may be able to eliminate the need for ferric all together.

**Landscaping:** No further action has been made on this item.

**Wastewater Ordinance No. 21:** Discussion took place about updating our wastewater ordinance. We discussed the items that we think need an update. Greg will look over it and see if there is anything else he thinks should be updated. We are waiting on Greg to look into a few items and for a few MHOG Board discussions before sending the ordinance off to be updated.

Respectfully submitted,  
Jonathan Hohenstein

# Howell Township, MI

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## May 2022 Monthly Report

June 15, 2022

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June 15, 2022

Mr. Mike Coddington  
Township Supervisor  
Howell Township  
3525 Byron  
Howell, MI 48855

Re: Letter of Transmittal-Monthly Operation Report

Dear Mr. Coddington,

Please find attached the Monthly Client Report for May 2022.

We have read, reviewed and vetted all information conveyed in this report and verify the accuracy of all data. Additionally, this report provides a representation of the overall operations for the month reported.

If you have any questions or comments, please feel free to call 517-518-1355.

Sincerely,

Travis Wines  
Plant Manager



## Summary

Please find in this report details that describe the monthly operating characteristics and performance of the wastewater treatment plant and lift stations, as well as other noteworthy items that occurred in May. We are always available to discuss any of these matters in greater detail if you have any further questions or comments. There was 1 violation in May. We are thankful for the continued opportunity to partner with Howell Township.

Site Visit – Town Officials	0
Site Visit – Inframark Officials	0
NPDES Permit Compliance	2
Preventative Work Orders	75 open 75 closed
Corrective Work Orders	3 open 3 closed
Locates for Month	14 marked 42 no conflict
Health & Safety	0 recordable incidents 0 lost time incidents

## Items Requiring Action

We would like further discussion and consideration on the following:

Criticality**	Request	Impact	Est. Cost	Timing
	Repair leak in the horizontal line at the Burkhart Rd pump station	Leak in the horizontal pipe at the Burkhart Rd station Trailerpark	\$48,202.96 - \$195,758.80 - \$197,010.41	Quote Received

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## Operation

The splitter box was cleaned out by M&K on May 02, 2022.

The ferric pump was repaired on May 4<sup>th</sup>, 14<sup>th</sup>, and 20<sup>th</sup>.

The Ferric Pump malfunctioned on May 4<sup>th</sup>, 2022, causing a high increase of Ferric Chloride into the system. The shock caused the PH level to drastically decrease. On May 5<sup>th</sup>, the PH was recorded at 5.38 at 6:00 AM, which put us below the limit of 6.5. When personel arrived at 7:00 AM, we fixed the pump and began feeding the proper level of Ferric Chloride. By 5:00 PM the PH level was back in compliance at 6.7.

## Maintenance & Repair

A copy of the monthly maintenance report is attached. A total of 75 preventative maintenance work orders were completed in May. The part to repair UV station number 2 was ordered. Part still hasn't shipped. Will update once shipped

## Personnel

Onsite personnel serving the project during May included Andre Randall, Bill Jones, Koby Hall, Travis Wines, and Jason Hall with Eric Sabolsice as the Regional VP.

Howell Township  
Wastewater Treatment Plant Meeting  
Meeting: June 30, 2022 10am

Attending: Greg Tatara, James Aulette, Brent Kilpela, Jean Graham, Jonathan Hohenstein

**Plant Tour:** MHOG requested that we come out to the plant for a tour before they take over the management on July 1<sup>st</sup>. During the tour, we saw the terrible condition of the plant. Attached are several photographs of the conditions we saw on the tour. In general, the plant was very messy, with a lot of trash everywhere. The ferric spill was much worse than had been relayed to the Committee, see the brown streak and dead grass in the photographs. There has been water pipe leaking since we got the plant hooked up to MHOG water resulting in a \$3,000 water bill. A few years ago, the operators requested a dissolved oxygen (D.O.) meter for better monitoring of the plant. We agreed to purchase a D.O. meter for around \$1,700. That meter has recently been lost and replaced with a new D.O. meter that cost around \$250.

After the walk through Greg and James went through the attached list of items that need to be addressed immediately. After our discussion, the Committee approved the costs listed on an emergency basis totaling \$25,479. **The Committee requests an after-the-fact approval for emergency funds spent as presented.** As you can see from the list there are other outstanding items that will need to be completed soon. The Committee will work to limit the funds spent on an emergency basis and bring quotes to the Board for approval as is the usual process.

Respectfully submitted,  
Jonathan Hohenstein

**Howell Township Operations**  
**Initial Plan and Expenditures**  
Updated 6-29-22

Item	Estimate
<b>Plant</b>	
<b>Overall</b>	
2 - 30 Yard Dumpsters to Clean Up Site	\$1,200
Lighting Replacement in Buildings	TBD
Switch Mowing Contract (Contact Shaners Cutting Edge and Leppek)	\$0
<b>EQ Tank</b>	
Evaluate Cleaning, Stick for Grit Buildup, By-Pass Plan for Headworks	TBD
<b>Influent Sampler</b>	
Fix Up Shed, Insulate, Repair Ground, Install Heater for Winter	TBD
<b>Headworks</b>	
DuBois Cooper - Evaluate Repair to Fine Screen with Lakeside on 7-1-22	TBD
Concrete - Awaiting Quote from ART - Inspected 6-29-22	TBD
Repair Leaking Valve on Water (Change to PVC)	\$100
Evaluate Removal of Grit Equipment	TBD
Status of Waste Hauler - Removing Dumpster	
Purchase Waste Oil Container	\$1,349
Remove Bird Nests and Fecal Matter	\$0
<b>FeCl<sub>2</sub> Chemical Storage</b>	
Clean Up Spilled FeCl and Wash Floor (New Chem Sump Pump)	\$1,500
Install New FeCl Pump	TBD
Topsoil, Seed and Straw	\$250
<b>Biolac Basin</b>	
Bring Down Mixed Liquor to ~ 2,500 mg/L	\$0
Adjust Sway of Diffusers	\$0
Fix Broken Cables	\$100
<b>RAS Building and Clarifiers</b>	
Repair RAS Pump at Kennedy	\$7,190
Repair Other RAS Pumps	TBD
Rehab North Clarifier, Hamlett Engineering on site 7-6-22	TBD
Repair Waste Valve Actuator	TBD
<b>Sand Filters</b>	
Remove Old Parts & Vegetation (Weed Whip and Round - Up)	\$50
More Work Later - One Unit Operate OK for Now	
<b>Vector Dumping Station</b>	
Remove Soil and Spread Out Back, Jet Line to Recycle Station	\$0

**Howell Township Operations**  
**Initial Plan and Expenditures**  
**Updated 6-29-22**

Item	Estimate
<b>Post Aeration</b>	
Appears OK, Need to Pressure Wash Grating	\$0
<b>UV System</b>	
Installed 15 New Bulbs and Cleaned Unit (6-29-22)	\$0
Quote to Rebuild Unit from Ultratech	TBD
Evaluate Options to Install New (Hamlett On Site 7-6-22 for Quote)	TBD
Order New Unit	TBD
<b>Admin Building</b>	
Clean, Get Rid of Bad Glassware, Clean Basement, Generator and Pump Into Building Garage	
Get SCADA System Working and Alarm Dialer - UIS on 6-29-22	\$750
<b>Roadway</b>	
Spray Cracks with Round Up, Quote to Crack Seal	TBD
<b>Pump Stations</b>	
<b>Station 70 (Trans West)</b>	
OK	
<b>Station 71 (Burkhart Road North)</b>	
ART Quoting Lining	TBD
Meeting CSM on 6-29-22 - quote for bypass and pipe replacement	TBD
<b>Station 72 (Burkhart Road South)</b>	
Replaced Phase Monitor on 6-24-22, Working Again	\$0
Change VFD to equal pump hours (UIS on 7-7-22)	\$200
<b>Station 73 (Lamber Drive)</b>	
Pump #1 Not Working, Hour Meter Tied for 2 & 3 (UIS on 7-7-22)	\$200
<b>Station 74 (Tooley Road)</b>	
Repaired two leaking valves, removed siezed bubblers, mowed, cleaned	\$0
<b>Station 75 (Bains Oak Grove Road)</b>	
Pump #1 Faulted, Reset Fault, Pump Runs But Wont Shut Off, Replaced Low Level Float, Driveway severly Rutted, Trees Overgrown, UIS on 7-7-22	TBD
<b>Station 76 (North Oak Grove Road)</b>	
Pump 1 at Kennedy, Quote for \$12,590 for new pump	\$12,590
<b>Station 77 (Operating Engineers)</b>	
Needs a new soft start for Pump, Pipes are Corroding and Need Lining	
<b>Sation 78 (Grand River)</b>	
OK	



5-year warranty



### Outdoor Drum Storage Units

- Low profile (8<sup>3</sup>/<sub>4</sub>"") containment pallet positions drums for pouring or pumping
- 100% polyethylene construction will not rust or corrode
- Units are lockable



Roll-top doors allow easy access for pouring and pumping applications. The 2-, 4- and 8-drum systems include UltraTech's low profile (8<sup>3</sup>/<sub>4</sub>"") drum pallet with optional drain built in. Units are lockable. Large sumps meet SPCC and EPA Container Storage Regulations 40 CFR 264.175.

Shipping: Ships motor freight.



DESCRIPTION	SUMP CAPACITY	DIMENSIONS (L x W x H)	STOCK #	EACH
1-Drum w/ Drain	64 Gallons	36" x 36" x 66"	15550	\$ 426.00
2-Drum w/ Drain	66 Gallons	67 <sup>1</sup> / <sub>4</sub> " x 41 <sup>1</sup> / <sub>4</sub> " x 74"	15511	1,062.00
4-Drum w/ Drain	75 Gallons	64 <sup>1</sup> / <sub>2</sub> " x 62" x 79"	15512	1,652.00
8-Drum w/ Drain	75 Gallons	126" x 62" x 79"	15551	3,256.00
Ultra-Ramp		55 <sup>1</sup> / <sub>2</sub> " x 28 <sup>1</sup> / <sub>2</sub> " x 8 <sup>3</sup> / <sub>4</sub> "	15549	258.00



### 2-Drum & 4-Drum Hardcover Kits

- Weatherproof kits offer a great solution for limited storage areas
- Kits are easier to order!



Polyethylene hardcover kits are perfect for storing drums of oil or chemicals. If your storage area is getting cramped, these units make a great backup for indoor or outdoor storage. The roll-top design allows use in areas where space is limited. Includes a built-in hasp for a padlock (not included).

Use the optional 1000-lb capacity ramp to wheel your drums into place with ease. The 2-drum kit also requires the ramp extender. Order hardcover kits, ramp and ramp extender separately. Kits ship unassembled via motor freight. Meets EPA 40 CFR 264.175.

Includes: hard cover and spill pallet with drain.



Shipping: Ships motor freight.

DESCRIPTION	SUMP CAPACITY	DIMENSIONS (L x W x H)	STOCK #	EACH
2-Drum Hardcover Kit	58 Gallons	60" x 36" x 72"	41547	\$ 1,219.95
4-Drum Hardcover Kit	66 Gallons	65" x 58" x 69"	41548	1,349.95
Ramp		68" x 30 <sup>1</sup> / <sub>2</sub> " x 12 <sup>3</sup> / <sub>4</sub> "	42663	261.95
Ramp Extender		8 <sup>1</sup> / <sub>2</sub> " x 29 <sup>1</sup> / <sub>2</sub> " x 5 <sup>1</sup> / <sub>2</sub> "	42661	74.95

## Spill Control Regulations & Compliance

Spill Prevention Control and Countermeasures (SPCC) is a rule that requires certain facilities to prepare and implement a written document (an SPCC Plan) outlining how they will prevent "oil" from reaching navigable waters and adjoining shorelines. "Oil" includes, but is not limited to, gasoline, diesel, heating oil, vegetable oils, grease, synthetic oils, polymer, mineral oils and oil mixed with other wastes.

### Who has to comply?

This regulation applies to owners or operators of facilities that drill, produce, gather, store, use, process, refine, transfer, distribute or consume oil or oil products. In the water and wastewater industry, that's just about everybody. The regulation applies to:

- Facilities with combined (indoor and outdoor) above-ground oil storage capacity (not actual gallons on site) dedicated to any of the regulated materials greater than 1320 gallons or a completely buried storage capacity greater than 42,000 gallons.
- To calculate oil storage "capacity," all containers with a capacity of 55 gallons or more are included.

The key word here is "capacity," so you're not off the hook by keeping total gallons under the magical 1320 number! You could have a tablespoon of diesel in a 1320-gallon tank and get fined for noncompliance. It's not what you actually have on site but the *potential* for what you could have on site.

### What's in the SPCC plan?

Your SPCC plan must address: (a) your facility's operating procedures for oil spill prevention; (b) control measures to prevent oil from entering navigable waters (e.g., spill pallets or spill decks); and (c) countermeasures to contain, clean up and mitigate the effects of oil spills (e.g., spill berms or drain seals), training and more.

You should also know that SPCC inspectors are not required to provide advance notice of an inspection, so don't wait until the last minute. Also, facility owners or operators regulated by SPCC must designate a person who is accountable for discharge prevention; this person must report directly to management.

For more information, visit [epa.gov/oilspill](http://epa.gov/oilspill), or contact your regional EPA SPCC Coordinator.





March 29, 2022

Mr. Jason Hall  
Howell Township  
Howell Township –WWTP  
1222 Packard  
Howell, Mi 48843

**RE: Hayward Gordon XCS4-C WWTP RAS Pump  
Serial Number: 281883-2  
Customer Reference Order #: N/A  
Kennedy Industries #: 113233**

Mr. Hall :

Attached are photos with descriptions of the parts in need of repair or replacement. If you have any questions, please do not hesitate to contact us.

Sincerely,

*Mike Horn*

Repair Center Manager  
KENNEDY INDUSTRIES, INC.

## PUMP & MOTOR



- Pump and motor at disassembly.
- Pump and motor rotate freely by hand.
- Motor passed initial electrical testing.
- During test run motor had bearing noise and vibrations.

## IMPELLER



- Impeller shows normal wear.
- Impeller vane will be deburred and impeller will be reused.



## WEAR PLATE



- Wear plate to impeller vane face clearance was .008 and within specification.
- Wear plate shows normal wear.
- Wear plate will be reused and impeller face clearance will be reset to specification at assembly.

## SHAFT



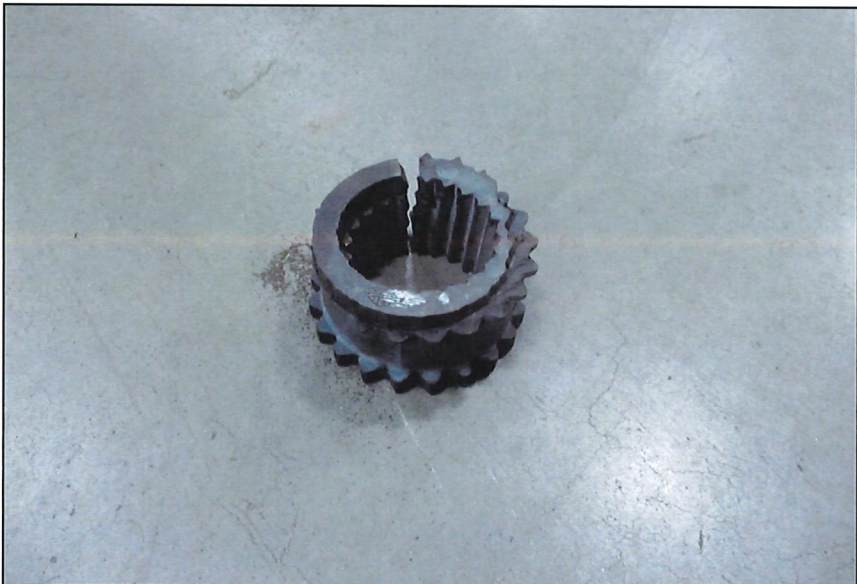
- Shaft total indicator runout is .001", and within specification.
- Shaft OD bearing journals meet ABEC specification.
- Shaft is in good condition and will be reused.

## SHAFT SLEEVE



- Shaft sleeve shows little to no wear.
- Shaft sleeve is in good condition and will be reused.

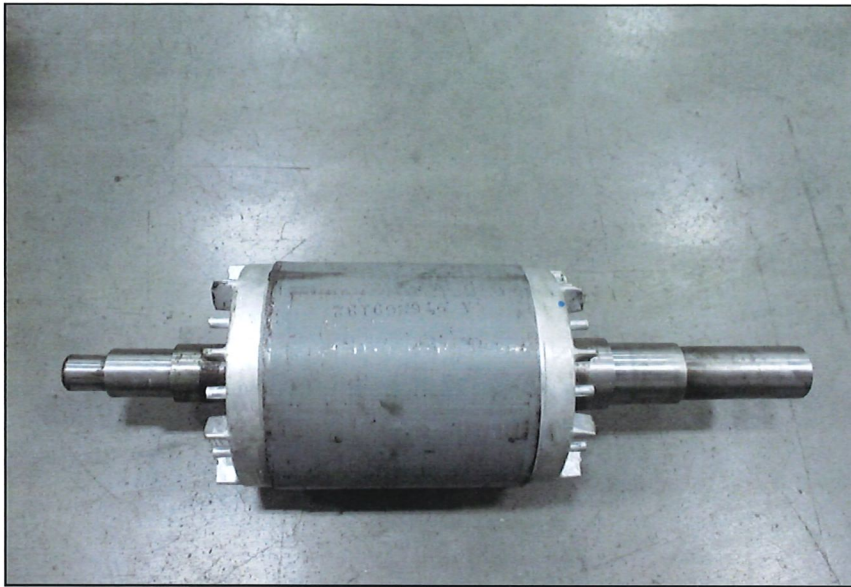
## COUPLING INSERT



- Coupling insert is torn and missing lugs.
- Coupling insert will be replaced with new.



## ROTOR



- Rotor total indicator runout is .001", and within specification.
- Rotor OD bearing journals meet ABEC specifications.
- Rotor is in good condition and will be reused.

## STATOR



- Stator passed electrical testing.
- Stator is in good condition and will be reused.

QUOTATION		
DATE	NUMBER	PAGE
3/29/2022	0045784	1 of 2

B HOW201  
 I HOWELL TOWNSHIP  
 L 3525 BYRON RD  
 T assessor@howelltownshipmi.org  
 O HOWELL, MI 48855

Accepted By: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 PO#: \_\_\_\_\_

ATTENTION:  
 JASON HALL                      810-624-9656                      jason.hall@inframark.com

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
	RAS PUMPS AND BURKHART RD, HAYWARD GORDON, PUMP, XCS4-C, SEWAGE	BHS/CRB	FIELD SERVICE
QTY	DESCRIPTION		

THE FOLLOWING QUOTE IS FOR THE COST OF LABOR AND MATERIALS TO REPAIR THE ABOVE REFERENCED PUMP.

**NEW PARTS REQUIRED:**  
 \*\*\*\*\*

- (1) MECHANICAL SEAL
- (1) STUFFING BOX GASKET
- (1) DISCHARGE GASKET
- (1) SUCTION GASKET
- (1) THRUST BEARING - PUMP
- (1) RADIAL BEARING - PUMP
- (1) BEARING LOCK NUT
- (1) BEARING LOCK WASHER
- (1) SNAP RING
- (1) RADIAL BEARING - MOTOR
- (1) THRUST BEARING - MOTOR
- (1) SET OF O-RINGS
- (1) SET OF FITTINGS
- (1) SET OF FASTENERS
- (1) COUPLING INSERT
- (2) LIPSEALS

**LABOR REQUIRED:**  
 \*\*\*\*\*

- PICKUP AT JOB SITE AND TRANSPORT TO KENNEDY INDUSTRIES' WIXOM REPAIR FACILITY.
- PERFORM ALL ELECTRICAL TESTS ON MOTOR AND TEST RUN.
- DISASSEMBLE COMPLETE PUMP AND MOTOR.
- SANDBLAST COMPONENTS AND PREP FOR INSPECTION.
- DIMENSIONALLY MEASURE ALL OPERATING CLEARANCES AND RECORD ON INSPECTION REPORT.
- ASSEMBLE ALL ROTATING PARTS ON SHAFT AND PLACE IN BALANCE MACHINE.
- VERIFY T.I.R'S THEN DYNAMICALLY BALANCE ROTATING ELEMENT TO 4W/N.
- ASSEMBLE PUMP AND MOTOR COMPLETE WITH NEW PARTS LISTED.
- PERFORM ALL ELECTRICAL TESTS ON MOTOR AND TEST RUN.



QUOTATION		
DATE	NUMBER	PAGE
3/29/2022	0045784	2 of 2

QTY	DESCRIPTION
-----	-------------

PRESSURE TEST TO ENSURE LEAK FREE.  
 PAINT THEN PRESERVE PUMP FOR FIELD SERVICE INSTALLATION.

TOTAL COST: \$4,995.00

DELIVERY: 4 WEEKS (AFTER RECEIPT OF ORDER)  
 \*\*\*\*\*

THE FOLLOWING QUOTE IS FOR FIELD SERVICE REQUIRED ON YOUR ABOVE REFERENCED PUMP STATION:

FIELD SERVICE LABOR REQUIRED:  
 \*\*\*\*\*

KENNEDY INDUSTRIES WILL PROVIDE (2) FIELD SERVICE TECHNICIAN(S) ONSITE TO INSTALL YOUR REPAIRED PUMP, START UP, TEST RUN AND VERIFY PROPER OPERATION.

TOTAL FIELD SERVICE COST: \$2,195.00

\*\*\*\*\*

TOTAL REPAIR COST: \$4,995.00

TOTAL FIELD SERVICE COST: \$2,195.00

TOTAL COST: \$7,190.00

DELIVERY: 4 WEEKS (AFTER RECEIPT OF ORDER)

\*\*\*\*\*

PLEASE PROVIDE WRITTEN OR VERBAL AUTHORIZATION SO THAT WE MAY RESPOND TO YOUR REQUIREMENTS. IF YOU HAVE ANY QUESTIONS, COMMENTS, OR ARE IN NEED OF ADDITIONAL INFORMATION PLEASE FEEL FREE TO CONTACT ME AT (248) 684-1200.

SINCERELY,  
 KENNEDY INDUSTRIES

MIKE HORN  
 MHORN@KENNEDYIND.COM  
 REPAIR CENTER MANAGER

CRB

<p>This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms &amp; Conditions (Rev'd 4/2019) and Customer Warranty available at <a href="http://www.kennedyind.com">www.kennedyind.com</a> which will be provided by email upon written request. Kennedy reserves the right to change the Terms &amp; Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms &amp; Conditions and Customer Warranty posted on Kennedy's website.</p> <p><b>QUOTE VALID FOR 30 DAYS. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL. PAYMENT TERMS: NET 30</b></p>	<p><b>TOTAL: \$7,190.00</b></p>
--	---------------------------------

# **AGENDA ITEM**

**11L**



Howell Township  
Property Committee Meeting:  
July 7, 2022

Attending: Jeff Smith, Jean Graham, Jonathan Hohenstein

**Oak Grove Road Properties:**

The contract on this property will expire on July 14th. Scott has been trying to contact the purchaser to find out if he intends to close, without any success. It is the Committee's recommendation to send correspondence to the purchaser notifying him that his contract will expire on the 14th and then to have Scott put the property back on the market.

**Pineview:**

Had a discussion with purchaser on July 5th. Pineview HOA rejected all of purchaser's projected changes. Purchaser has accepted the agreement with the HOA as written including letting the HOA choose the paving company, having authority over his architectural specifications, and granting the HOA another building site for more parking. The agreement also increases the amount that the purchaser and the Township will pay toward road improvements to \$90,000 each. The Board could give its approval on the road agreement, but it is the Committee's recommendation to have the agreement signed by purchaser and HOA before it is brought before the Board for approval.

**N. Burkhardt Road:**

The day before the closing was to take place the purchaser sent someone out to look at the property in preparation of cutting the brush. The homeowner noticed this individual walking around the property and had a conversation with him. According to the homeowner, his septic field is on the Township's property. Purchaser insists on a resolution before moving forward with closing. The Committee is waiting on a call back from the County Health Department. If the septic field's condition is good the Committee would recommend an utility easement be granted for 3 years, giving the homeowner time to get the house hooked up to municipal sewer. If the condition comes back as poor the Committee would recommend the homeowner be required to hook up to sewer immediately.

Respectfully submitted,  
Jonathan Hohenstein

# **AGENDA ITEM**

**13**



**Howell Township**  
**Invoice and Check Registers**  
**As of 6/30/2022**

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/30/2022 05:41 PM  
 User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Inv Ref#	Description	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20982	77454	INFRAMARK, LLC WWTP MAINTENANCE MAY 2022 592-442-801.00		05/10/2022 BRENT KILPELA	06/09/2022	30,301.63	0.00	Paid	Y 05/16/2022
20983	38977873	SILVER LINING TIRE RECYCLING TIRE DISPOSAL CLEAN-UP DAY 101-268-882.00		05/16/2022 BRENT KILPELA	06/16/2022	769.00	0.00	Paid	Y 05/18/2022
20984	A-58347	LASHBROOK SEPTIC SERVICE SPRING CLEANUP 101-268-882.00		05/13/2022 BRENT KILPELA	06/13/2022	100.00	0.00	Paid	Y 05/16/2022
20985	1154	MICHIGAN ASSOCIATION OF PLANNING PLANNING DUES 7/1/22 - 6/30/23 (8 101-000-123.00		04/30/2022 BRENT KILPELA	06/30/2022	520.00	0.00	Paid	Y 05/18/2022
20986	5/14/2022	TERESA MURRISH CLEAN-UP DAY EXPENSES 101-268-882.00		05/14/2022 BRENT KILPELA	06/30/2022	107.02	0.00	Paid	Y 05/18/2022
20987	213901	SPICER GROUP BD Bond Refund 101-000-203.00		05/18/2022 BRENT KILPELA	06/16/2022	1,001.50	0.00	Paid	Y 05/16/2022
20988	213907	SPICER GROUP BD Bond Refund 101-000-203.00		05/18/2022 BRENT KILPELA	06/16/2022	1,317.75	0.00	Paid	Y 05/16/2022
20989	213908	SPICER GROUP STONEYS ON THE RIVER 101-400-801.00		05/16/2022 BRENT KILPELA	06/16/2022	274.00	0.00	Paid	Y 05/18/2022
20990	213902	SPICER GROUP PUMP STATION STANDARDS 592-441-801.02		05/16/2022 BRENT KILPELA	06/16/2022	3,196.75	0.00	Paid	Y 05/16/2022
20991	213905	SPICER GROUP BD Bond Refund		05/24/2022 BRENT KILPELA	06/16/2022	1,924.50	0.00	Paid	Y 05/24/2022

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/30/2022 05:41 PM  
 User: BRENT KILPELA  
 DB: Howell Twp  
 Inv Num  
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Vendor Description  
 GL Distribution  
 101-000-203.00

BSP22-0001 1,924.50

5/16/2022  
 20992 DTE ENERGY 05/16/2022 06/07/2022 40.80 0.00 Paid Y  
 271 E HIGHLAND MAY 2022 BRENT KILPELA  
 592-442-920.00 WWTP ELECTRICITY EXPENSE 40.80 05/26/2022

206880351226  
 20993 CONSUMERS ENERGY 05/19/2022 06/14/2022 183.00 0.00 Paid Y  
 1222 PACKARD DR JUNE 2022 BRENT KILPELA  
 592-442-922.00 WWTP NATURAL GAS EXPENSE 183.00 05/26/2022

205723888273  
 20994 CONSUMERS ENERGY 05/18/2022 06/14/2022 20.34 0.00 Paid Y  
 391 N BURKHART RD JUNE 2022 BRENT KILPELA  
 592-442-922.00 WWTP NATURAL GAS EXPENSE 20.34 05/26/2022

OE-51203-1  
 20995 SMART BUSINESS SOURCE, LLC 05/25/2022 06/24/2022 319.94 0.00 Paid Y  
 PAPER, TONER BRENT KILPELA  
 101-265-727.01 TWP HALL OFFICE SUPPLIES EXPENSE 319.94 05/26/2022

204033095261  
 20996 CONSUMERS ENERGY 05/19/2022 06/15/2022 137.73 0.00 Paid Y  
 TWP HALL MAY 2022 BRENT KILPELA  
 101-265-922.00 TWP HALL NATURAL GAS EXPENSE 137.73 05/26/2022

33067  
 20997 HI-TECH SAFE & LOCK COMPANY, INC 05/23/2022 06/22/2022 170.00 0.00 Paid Y  
 NEW KEYS FOR CABINETS BRENT KILPELA  
 101-265-930.01 TWP HALL OFFICE EQUIPMENT & REPAIR 170.00 05/26/2022

001365183394  
 20998 MUTUAL OF OMAHA INSURANCE COMPANY 05/18/2022 06/18/2022 186.38 0.00 Paid Y  
 JUNE 2022 BRENT KILPELA  
 101-265-721.00 TWP HALL LIFE INSURANCE EXPENSE 186.38 05/26/2022

206168763802  
 20999 CONSUMERS ENERGY 05/19/2022 06/15/2022 103.19 0.00 Paid Y  
 2571 OAKGROVE RD MAY 2022 BRENT KILPELA  
 592-442-922.00 WWTP NATURAL GAS EXPENSE 103.19 05/26/2022

530367293  
 21000 UIS SCADA 05/27/2022 06/26/2022 604.00 0.00 Paid Y  
 SERVICE CALL BRENT KILPELA  
 592-442-801.00 WWTP CONTRACTED SERVICES EXPENSE 604.00 05/31/2022



INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/30/2022 05:41 PM  
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Vendor Description  
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 101-265-930.00  
 Inv Date Entered By  
 Due Date  
 Inv Amt  
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103128	TWP HALL GROUNDS EQUIP REPAIR EXPENSE	4,500.00							
21012	THE GARBAGE MAN CLEAN-UP DAY 101-268-882.00	1,942.13	06/01/2022	BRENT KILPELA	06/15/2022	1,942.13	0.00	Paid	Y 06/06/2022
3369	COMPLETE OUTDOOR SERVICES, INC. CEMETERY MAINT (2 OF 8) 101-276-931.00	845.00	06/02/2022	BRENT KILPELA	06/17/2022	845.00	0.00	Paid	Y 06/06/2022
88373047	ABSOPURE WATER DELIVERY 6 BOTTLES 101-265-727.00	62.20	05/10/2022	BRENT KILPELA	06/09/2022	62.20	0.00	Paid	Y 06/06/2022
59391462	COOLER RENTAL 101-265-727.00	12.00	05/31/2022	BRENT KILPELA	06/30/2022	12.00	0.00	Paid	Y 06/06/2022
088704	TWP HALL KITCHEN/BATH SUPPLIES EXPENSE	12.00							
21016	HART INTERCIVIC INC SERVICE & MAINTENANCE RENEWAL 101-191-930.00	2,950.67	05/31/2022	BRENT KILPELA	06/30/2022	2,950.67	0.00	Paid	Y 06/06/2022
3462	ELECTION EQUIPMENT REPAIR EXPENSE	2,950.67							
21017	FAHEY SCHULTZ BURZYCH RHODES PLC RAINBOW 101-268-801.01 101-265-801.01	4,488.50	06/01/2022	BRENT KILPELA	07/01/2022	4,488.50	0.00	Paid	Y 06/06/2022
3463	TWP AT LARGE LEGAL EXPENSE TWP HALL LEGAL EXPENSE	3,288.50				1,200.00			
21018	FAHEY SCHULTZ BURZYCH RHODES PLC GENERAL 101-400-801.01 101-265-801.01	2,278.50	06/01/2022	BRENT KILPELA	07/01/2022	2,278.50	0.00	Paid	Y 06/06/2022
3464	PLANNING LEGAL EXPENSE TWP HALL LEGAL EXPENSE	378.50							
21019	FAHEY SCHULTZ BURZYCH RHODES PLC OAKLAND TACTICAL 101-265-801.01	90.00	06/01/2022	BRENT KILPELA	07/01/2022	90.00	0.00	Paid	Y 06/06/2022
8908	TRUE VALUE HARDWARE PADLOCK 592-442-956.00	26.99	06/02/2022	BRENT KILPELA	06/15/2022	26.99	0.00	Paid	Y 06/08/2022
21020	WWTP MISCELLANEOUS EXPENSE	26.99							



INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/30/2022 05:41 PM  
 User: BRENT KILPELA  
 DB: Howell Twp  
 Vendor  
 Inv Num  
 Inv Ref#  
 Description  
 GL Distribution

Inv Num	Inv Ref#	Description	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
CS100122									
21021		CHLORIDE SOLUTIONS, LLC DUST CONTROL 204-000-802.00		06/04/2022 BRENT KILPELA ROAD CHLORIDE EXPENSE	07/04/2022	4,437.42 4,437.42	0.00	Paid	Y 06/08/2022
4121814610									
21022		CINTAS CORPORATION BLUE MATS 101-265-775.00		06/08/2022 BRENT KILPELA TWP HALL OFFICE CLEANING EXPENSE	06/15/2022	81.47 81.47	0.00	Paid	Y 06/08/2022
6/2/2022									
21023		DTE ENERGY 2571 OAKGROVE JUNE 2022 592-442-920.00		06/02/2022 BRENT KILPELA WWTP ELECTRICITY EXPENSE	06/24/2022	348.57 348.57	0.00	Paid	Y 06/08/2022
200073668947									
21024		DTE ENERGY STREETLIGHTS 101-268-920.00		05/31/2022 BRENT KILPELA TWP AT LARGE STREETLIGHT EXPENSE	07/11/2022	467.36 467.36	0.00	Paid	Y 06/08/2022
6/3/2022									
21025		DTE ENERGY 391 N BURKHART JUNE 2022 592-442-920.00		06/03/2022 BRENT KILPELA WWTP ELECTRICITY EXPENSE	06/27/2022	84.33 84.33	0.00	Paid	Y 06/09/2022
6/3/2022									
21026		DTE ENERGY 1009 N BURKHART JUNE 2022 592-442-920.00		06/03/2022 BRENT KILPELA WWTP ELECTRICITY EXPENSE	06/27/2022	117.88 117.88	0.00	Paid	Y 06/09/2022
22093287									
21027		GUARDIAN ALARM ALARM MONITORING 7/1/22 - 12/31/22 101-000-123.00		06/01/2022 BRENT KILPELA GEN FUND PREPAID EXPENSES	07/01/2022	793.92 793.92	0.00	Paid	Y 06/09/2022
6/9/2022									
21028		ECONO PRINT 2022 SUMMER TAX BILLS 101-000-123.00		06/09/2022 BRENT KILPELA GEN FUND PREPAID EXPENSES	06/30/2022	1,656.24 1,656.24	0.00	Paid	Y 06/09/2022
6/10/2022									
21029		DTE ENERGY JUNE 2022 101-265-920.00 101-265-922.00		06/10/2022 BRENT KILPELA TWP HALL ELECTRICITY EXPENSE TWP HALL NATURAL GAS EXPENSE	07/05/2022	1,491.60 1,008.31 483.29	0.00	Paid	Y 06/17/2022

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/30/2022 05:41 PM

User: BRENT KILPELA

DB: Howell Twp

Inv Num Vendor

Inv Ref# Description

GL Distribution

Inv Date Entered By

Due Date

Inv Amt

Amt Due Status

Jrnlized Post Date

64465												
21030	MICRO WORKS COMPUTING, INC	06/13/2022	07/03/2022	75.00	0.00	Paid	Y	06/17/2022				
	QVF - DYMO CONNECT	BRENT KILPELA										
	101-265-728.01	TWP HALL IT SUPPORT EXPENSE		75.00								
2377												
21031	ION ELECTRIC SERVICE LLC	06/10/2022	07/10/2022	31,175.00	0.00	Paid	Y	06/17/2022				
	GENERATOR INSTALLATION	BRENT KILPELA										
	101-268-977.00	TWP AT LARGE CAPITAL OUTLAY EXPENSE		31,175.00								
7264												
21032	LIVINGSTON COUNTY ROAD COMMISSION	06/16/2022	07/16/2022	272,020.00	0.00	Paid	Y	06/17/2022				
	BURKHART ROAD (GR TO CRANDALL)	BRENT KILPELA										
	204-000-801.00	ROAD IMPROVEMENT EXPENSE		272,020.00								
CS100126												
21033	CHLORIDE SOLUTIONS, LLC	06/11/2022	07/11/2022	11,168.72	0.00	Paid	Y	06/17/2022				
	DUST CONTROL	BRENT KILPELA										
	204-000-802.00	ROAD CHLORIDE EXPENSE		11,168.72								
94407												
21034	BYRUM ACE HARDWARE	05/24/2022	06/24/2022	509.70	0.00	Paid	Y	06/17/2022				
	PADLOCKS FOR WWTP	BRENT KILPELA										
	592-442-956.00	WWTP MISCELLANEOUS EXPENSE		509.70								
6/10/2022												
21035	DTE ENERGY	06/10/2022	07/05/2022	74.49	0.00	Paid	Y	06/17/2022				
	3888 OAKGROVE RD JUNE 2022	BRENT KILPELA										
	592-442-920.00	WWTP ELECTRICITY EXPENSE		74.49								
06/10/2022												
21036	DTE ENERGY	06/10/2022	07/05/2022	234.07	0.00	Paid	Y	06/17/2022				
	1034 AUSTIN CT JUNE 2022	BRENT KILPELA										
	592-442-920.00	WWTP ELECTRICITY EXPENSE		234.07								
06/10/2022												
21037	DTE ENERGY	06/10/2022	07/05/2022	431.48	0.00	Paid	Y	06/17/2022				
	1575 N BURKHART JUNE 2022	BRENT KILPELA										
	592-442-920.00	WWTP ELECTRICITY EXPENSE		431.48								
6/10/2022												
21038	DTE ENERGY	06/10/2022	07/05/2022	3,875.48	0.00	Paid	Y	06/17/2022				
	1222 PACKARD DR JUNE 2022	BRENT KILPELA										
	592-442-920.00	WWTP ELECTRICITY EXPENSE		3,875.48								
06/10/2022												
21039	DTE ENERGY	06/10/2022	07/05/2022	235.36	0.00	Paid	Y	06/17/2022				
	2559 W GRAND RIVER JUNE 2022	BRENT KILPELA										

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/30/2022 05:41 PM  
 User: BRENT KILPELA  
 DB: Howell Twp  
 Inv Num  
 Inv Ref#

Vendor  
 Description  
 GL Distribution  
 592-442-920.00  
 Inv Date  
 Entered By  
 Due Date  
 Inv Amt  
 Amt Due  
 Status  
 Jrnalized  
 Post Date

Inv Num	Inv Ref#	Description	GL Distribution	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized	Post Date
21040		DTE ENERGY		06/10/2022	BRENT KILPELA	07/05/2022	22.67	0.00	Paid	Y	06/17/2022
		1216 PACKARD DR JUNE 2022									
		592-442-920.00					22.67				
		WWTP ELECTRICITY EXPENSE					235.36				
21041		SPICER GROUP		06/17/2022	BRENT KILPELA	06/24/2022	1,233.00	0.00	Paid	Y	06/17/2022
		BD Bond Refund									
		101-000-203.00					1,233.00				
		BSP22-0003									
21042		SPICER GROUP		06/17/2022	BRENT KILPELA	06/24/2022	1,024.00	0.00	Paid	Y	06/17/2022
		BD Bond Refund									
		101-000-203.00					1,024.00				
		BSP20-0003									
21043		SPICER GROUP		06/13/2022	BRENT KILPELA	07/13/2022	4,257.75	0.00	Paid	Y	06/17/2022
		CEMETERY GROUND WATER STUDY									
		101-276-931.00					4,257.75				
		CEMETERY GROUNDS CARE & MAINT EXPENSE									
21044		SPICER GROUP		06/13/2022	BRENT KILPELA	07/13/2022	3,017.75	0.00	Paid	Y	06/17/2022
		SIDEWALK DESIGN & SEWER CAPACITY									
		101-447-801.00					3,017.75				
		ENGINEERING CONTRACTED SVCS EXPENSE									
21045		SPICER GROUP		06/13/2022	BRENT KILPELA	07/13/2022	996.75	0.00	Paid	Y	06/17/2022
		PUMP STATION STANDARDS									
		592-441-801.02					996.75				
		UTILITY BILLING AUDITS/STUDIES EXPENSE									
# of Invoices:	63	# Due:	0	Totals:			424,900.70	0.00			
# of Credit Memos:	0	# Due:	0	Totals:			0.00	0.00			
Net of Invoices and Credit Memos:							424,900.70	0.00			

*C* agrees with check register  
 BK

User: BRENT KILFELA

DB: Howell Twp

Inv Num Vendor Description GL Distribution

Inv Ref# Amt Due Status Jrnalized Post Date

--- TOTALS BY FUND ---

101 - GENERAL FUND	70,813.96	0.00		
204 - ROAD FUND	287,626.14	0.00		
592 - SWR/WTR	65,543.10	0.00		
701 - TRUST & AGENCY	917.50	0.00		

--- TOTALS BY DEPT/ACTIVITY ---

000 - OTHER	298,014.55	0.00		
191 - ELECTIONS	3,287.25	0.00		
265 - TOWNSHIP HALL	9,912.29	0.00		
268 - TOWNSHIP AT LARGE	37,849.01	0.00		
276 - CEMETERY	5,102.75	0.00		
400 - PLANNING COMMISSION	2,174.00	0.00		
441 - UTILITY BILLING	4,193.50	0.00		
442 - WWTP	61,349.60	0.00		
447 - ENGINEERING	3,017.75	0.00		

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
06/01/2022	GEN	101001748(E)	CONSUMERS ENERGY	137.73
06/01/2022	GEN	18086	HI-TECH SAFE & LOCK COMPANY, INC	170.00
06/01/2022	GEN	18087	MICHIGAN ASSOCIATION OF PLANNING	520.00
06/01/2022	GEN	18088	MICRO WORKS COMPUTING, INC	204.00
06/01/2022	GEN	18089	TERESA MURRISH	107.02
06/01/2022	GEN	18090	MUTUAL OF OMAHA INSURANCE COMPANY	186.38
06/01/2022	GEN	18091	PERFECT MAINTENANCE	175.00
06/01/2022	GEN	18092	PITNEY BOWES GLOBAL FINANCIAL SERV.	403.98
06/01/2022	GEN	18093	SILVER LINING TIRE RECYCLING	769.00
06/01/2022	GEN	18094	SMART BUSINESS SOURCE, LLC	319.94
06/01/2022	GEN	18095	SPICER GROUP	4,517.75
06/01/2022	GEN	18096	COMCAST	424.49
06/01/2022	GEN	18097	LASHBROOK SEPTIC SERVICE	100.00
06/21/2022	GEN	101001749(E)	DTE ENERGY	1,491.60
06/21/2022	GEN	18098	ABSOPURE	74.20
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18099	CINTAS CORPORATION	81.47
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18100	COMPLETE OUTDOOR SERVICES, INC.	845.00
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18101	DTE ENERGY	467.36
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18102	ECONO PRINT	1,656.24
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18103	FAHEY SCHULTZ BURZYCH RHODES PLC	6,857.00
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18104	THE GARBAGE MAN	1,942.13
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18105	GUARDIAN ALARM	793.92
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18106	HART INTERCIVIC INC	2,950.67
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18107	ION ELECTRIC SERVICE LLC	31,175.00
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18108	JOHN PARTEE	4,500.00
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18109	LIVINGSTON COUNTY ROAD COMMISSION	272,020.00
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18110	CHLORIDE SOLUTIONS, LLC	15,606.14
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18111	MICRO WORKS COMPUTING, INC	75.00
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18112	SPICER GROUP	9,532.50
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18113	US POSTMASTER	336.58
			Void Reason: Voided Check Range Void Utility	
06/21/2022	GEN	18114	ABSOPURE	74.20
06/21/2022	GEN	18115	CINTAS CORPORATION	81.47
06/21/2022	GEN	18116	COMPLETE OUTDOOR SERVICES, INC.	845.00
06/21/2022	GEN	18117	DTE ENERGY	467.36
06/21/2022	GEN	18118	ECONO PRINT	1,656.24
06/21/2022	GEN	18119	FAHEY SCHULTZ BURZYCH RHODES PLC	6,857.00
06/21/2022	GEN	18120	THE GARBAGE MAN	1,942.13
06/21/2022	GEN	18121	GUARDIAN ALARM	793.92
06/21/2022	GEN	18122	HART INTERCIVIC INC	2,950.67
06/21/2022	GEN	18123	ION ELECTRIC SERVICE LLC	31,175.00
06/21/2022	GEN	18124	JOHN PARTEE	4,500.00
06/21/2022	GEN	18125	LIVINGSTON COUNTY ROAD COMMISSION	272,020.00
06/21/2022	GEN	18126	CHLORIDE SOLUTIONS, LLC	15,606.14
06/21/2022	GEN	18127	MICRO WORKS COMPUTING, INC	75.00
06/21/2022	GEN	18128	SPICER GROUP	9,532.50
06/21/2022	GEN	18129	US POSTMASTER	336.58

GEN TOTALS:

Total of 46 Checks:	707,353.31
Less 16 Void Checks:	348,913.21
Total of 30 Disbursements:	<u>358,440.10</u>

Bank T&A TRUST & AGENCY CHECKING

Check Date	Bank	Check	Vendor Name	Amount
06/01/2022	T&A	3535	LIVINGSTON COUNTY TREASURER	765.00
06/01/2022	T&A	3536	LIVINGSTON COUNTY TREASURER	152.50
<b>T&amp;A TOTALS:</b>				
Total of 2 Checks:				917.50
Less 0 Void Checks:				0.00
Total of 2 Disbursements:				917.50

Bank UTYCK UTILITY CHECKING

06/01/2022	UTYCK	2888	INFRAMARK, LLC	30,301.63
06/01/2022	UTYCK	2889	SPICER GROUP	3,196.75
06/01/2022	UTYCK	2890	UIS SCADA	604.00
06/01/2022	UTYCK	590003615 (E)	AT&T	248.63
06/01/2022	UTYCK	590003616 (E)	CONSUMERS ENERGY	183.00
06/01/2022	UTYCK	590003617 (E)	CONSUMERS ENERGY	20.34
06/01/2022	UTYCK	590003618 (E)	CONSUMERS ENERGY	103.19
06/01/2022	UTYCK	590003619 (E)	DTE ENERGY	40.80
06/21/2022	UTYCK	2891	BYRUM ACE HARDWARE	509.70
06/21/2022	UTYCK	2892	GENOA TOWNSHIP DPW	23,886.99
06/21/2022	UTYCK	2893	SPICER GROUP	996.75
06/21/2022	UTYCK	2894	TRUE VALUE HARDWARE	26.99
06/21/2022	UTYCK	590003620 (E)	DTE ENERGY	348.57
06/21/2022	UTYCK	590003621 (E)	DTE ENERGY	84.33
06/21/2022	UTYCK	590003622 (E)	DTE ENERGY	117.88
06/21/2022	UTYCK	590003623 (E)	DTE ENERGY	74.49
06/21/2022	UTYCK	590003624 (E)	DTE ENERGY	234.07
06/21/2022	UTYCK	590003625 (E)	DTE ENERGY	431.48
06/21/2022	UTYCK	590003626 (E)	DTE ENERGY	3,875.48
06/21/2022	UTYCK	590003627 (E)	DTE ENERGY	235.36
06/21/2022	UTYCK	590003628 (E)	DTE ENERGY	22.67

<b>UTYCK TOTALS:</b>				
Total of 21 Checks:				65,543.10
Less 0 Void Checks:				0.00
Total of 21 Disbursements:				65,543.10

REPORT TOTALS:

Total of 69 Checks:				773,813.91
Less 16 Void Checks:				348,913.21
Total of 53 Disbursements:				424,900.70

*Agrees with Invoice  
Resister BK*