

## HOWELL TOWNSHIP BOARD MEETING

3525 Byron Road  
Howell, MI. 48855  
December 12, 2022  
6:30 pm

1. Call to Order:
2. Roll Call:     Mike Coddington     ( )     Jeff Smith     ( )  
                      Jean Graham             ( )     Harold Melton     ( )  
                      Jonathan Hohenstein     ( )     Bob Wilson     ( )  
                      Matthew Counts         ( )
3. Pledge of Allegiance:
4. Call to the Board:
5. Approval of the Minutes:
  - A. Regular Board Meeting November 14, 2022
6. Correspondence:
7. Call to the Public:
8. Unfinished Business:
  - A. MISignal
  - B. Easement Request from Dama Farms (Hawk Meadows Golf Course)
  - C. 'Future Township Hall / Park - Tooley Road'
9. New Business:
  - A. Public Nuisances Ordinance - Tim Boal
  - B. Resolution 12.22.516 Howell Public Schools Summer Tax Collection Agreement
  - C. Resolution 12.22.517 LESA Summer Tax Collection Agreement
  - D. Resolution 12.22.518 Fowlerville Community Schools Summer Tax Collection Agreement
  - E. Approval of funds for Deputy Clerk to attend MAMC Institute
  - F. Approval of Budget Amendment if requested education is approved
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:

**5A**

**HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES**

3525 Byron Road Howell, MI 48855  
November 14, 2022, 6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee
Michael Newstead	Trustee
Jeff Smith	Trustee

**MEMBERS ABSENT:**

**ALSO IN ATTENDANCE:** Tim Boal, Russell Springborn, Jim Aulette, Tim Church, and Bob Wilson.

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

All rose for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

November 14, 2022

**MOTION** by Melton, **SECOND** by Counts, **“TO APPROVE THE NOVEMBER 14, 2022 REGULAR MEETING AGENDA AS PRESENTED WITH AMENDMENT TO SWITCH 8. UNFINISHED BUSINESS AND 9. NEW BUSINESS IN THE AGENDA ORDER.”** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

October 3, 2022,

**MOTION** by Melton, **SECOND** by Newstead, **“TO APPROVE THE OCTOBER 3, 2022 REGULAR MEETING MINUTES AS PRESENTED.”** Discussion followed. Motion carried.

**MOTION** by Hohenstein, **SECOND** by Counts, **“TO APPROVE THE OCTOBER 3, 2022 CLOSED MEETING MINUTES AS PRESENTED.”** Motion carried.

**CORRESPONDENCE:**

There was no correspondence.

**CALL TO THE PUBLIC:**

There was no public comment.

**NEW BUSINESS:**

- A. Howell Area Park and Recreation Authority 2023 Budget  
Tim Church, Executive Director of Howell Area Parks and Recreation Authority was present to discuss his 2023 Budget. Discussion followed.
  
- B. WWTP

Jim Aulette was present on behalf of MHOG/GO to discuss the WWTP report. He discussed the needs going forward for the Township and plans for the future. **MOTION** by Hohenstein, **SECOND** by Smith. **“TO ACCEPT THE APPROVALS FROM THE WWTP COMMITTEE AS PRESENTED.”** Discussion followed. Motion carried

**MOTION** by Counts, **SECOND** by Hohenstein, **“TO APPROVE REQUESTED FUNDS FOR WWTP SCADA SYSTEM AND TRANSFER SWITCH AND UTILIZE ARPA FUNDS TO DO SO”**. Discussion followed. Motion carried.

- C. Russell Springborn – Oak Grove Parcels 4706-25-200-046 & 047  
Mr. Springborn was present to discuss parcels 4706-25-200-046 & 047. He discussed the challenges of the easement associated with the property and the future plans he has for it. Discussion followed.
- D. Parks and Recreation Committee  
Treasurer Hohenstein reported on the Parks and Recreation Committee meeting which discussed a Spark Grant available to the Township. He discussed possible future ideas for grant funding including; challenges for locations to hold elections in the future, Tooley Road Properties and rate of pay for grant writing for Martha Haglund. Discussion followed.
- E. Budget – Brent Kilpela  
Assessor Brent Kilpela reported on Revenue and Expenditures for Howell Townships Budget. Discussion followed.

**MOTION** by Smith, **SECOND** by Counts, to take a 5 minute recess at 8:02 pm.

**MOTION** by Counts, **SECOND** by Newstead, to reconvene the meeting at 8:07 pm

#### UNFINISHED BUSINESS:

- A. Bio Tech Agronomics, Inc. Updated Contract  
Treasurer Hohenstein discussed several contracts included in the board packet. He noted the October 10, 2022 contract was the most updated contract. **MOTION** by Hohenstein, **SECOND** by Newstead, **“TO ACCEPT THE BIO TECH AGRONOMICS, INC CONTRACT DATED OCTOBER 10, 2022 AS PRESENTED”**. Discussion followed. Motion carried.
- B. Howell Township Agreement for Law Enforcement Services  
Supervisor Coddington explained the challenges with this service agreement. He wanted the board to receive it and see if the agreement met the Township’s needs. **MOTION** by Hohenstein, **SECOND** by Melton, **“TO ACCEPT THE HOWELL TOWNSHIP LAW ENFORCEMENT SERVICES AS PRESENTED.”** Discussion followed. Motion carried.

#### REPORTS:

- A. SUPERVISOR:  
Supervisor Coddington discussed neighborhood complaint issues and the challenges surrounding it.
- B. TREASURER:  
Treasurer Hohenstein updated the board regarding Mi Signal and work being performed on the section south of I-96. He discussed an outstanding lawsuit and having an ordinance in place for the future for marijuana and solar farms so that we can be prepared for them.
- C. CLERK:  
Elections – Clerk Graham indicated the canvass is going well at Livingston County. She discussed the challenges on Election Day, absentee voter turnout and the recent passing of proposal 22-2. There was further discussion on bids for the cemetery, Barron Road site

clean-up and the Township Spring 2023 clean-up.

D. ZONING:

(See Zoning Administrator Daus's prepared written report.)

E. ASSESSING:

(Assessor Kilpela discussed taxable values going up.)

F. Fire Authority:

(Supervisor Coddington gave an update on the recent Fire Authority meeting.)

G. MHOG:

(Trustee Counts gave an update on the recent MHOG meeting.)

H. PLANNING COMMISSION:

(There was no meeting.)

I. ZONING BOARD OF APPEALS (ZBA)

(There was no update as the meeting was on November 15, 2022.)

J. WWTP:

This was discussed during the beginning of the meeting.

K. HAPRA

(See prepared written report by Graham.)

L. PROPERTY COMMITTEE:

Treasurer Hohenstein discussed the Pineview Village developer's purchase agreement being expired. The HOA does not want anyone building on the Township owned building sites. The builder is asking for his deposit back or to modify his agreement. Discussion ensued. **MOTION** by Counts, **SECOND** by Smith, "**TO REJECT THE ADDENDUM AS PRESENTED**". Discussion followed. (6-1) Motion carried. Treasurer Hohenstein discussed the utility easement for the North Burkhart Road property and the challenges surrounding it. The Township attorney stated the addendum can be approved. **MOTION** by Smith, **SECOND** by Hohenstein, "**TO ACCEPT AND SIGN THE ADDENDUM TO THE PURCHASE AGREEMENT AS PRESENTED CONTINGENT ON GETTING THE EASEMENT SIGNED BY MR. BURGESS PRIOR TO ACCEPTANCE OF THIS ADDENDUM.**" Discussion followed. Motion carried.

CALL TO THE PUBLIC:

There was no public comment.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

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

Supervisor Coddington thanked Mr. Newstead for his service to Howell Township.

ADJOURNMENT:

**MOTION** by Newstead, **SECOND** by Counts, "**TO ADJOURN.**" Motion carried. The meeting adjourned at 9:08 p.m.

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Jean Graham, Howell Township Clerk

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Mike Coddington, Howell Township  
Supervisor

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Angela Guillen, Recording Secretary

8A

## **MiSignal Proposed Agreement Change**

12/7/22 at 11am

Brent and I met with Josh Rowe from MiSignal to discuss a change to the agreement with Howell Township. The current agreement (see attached) calls for 50% of the payment to be made after MiSignal has submitted information to DTE, 20% payment after phase I (installation of the backbone) is complete, 20% payment after phase II (installation of the laterals) is complete, final 10% payment upon completion of the project. MiSignal has been delayed in installing the backbone on the northern section of the project due to pole conditions in the area. DTE currently has the pole issues scheduled to be remedied by March of 2023. Josh is unable to provide proof of the pole conditions MiSignal is encountering because his contract with DTE does not allow it. Josh is requesting that the Township agreement be changed so that phase I will be redefined as the section, on Exhibit A, south of I-96 and phase II will be redefined as the section north of I-96. I have included Exhibit B and a re-creation of Exhibit B due to the poor image quality of Exhibit B. In Exhibit B (and its recreation) the backbone is in orange and the laterals are in yellow. The final attachment is a graphic representation of what MiSignal is proposing.

Respectfully submitted,

Jonathan Hohenstein



broadband services to the Designated Areas. The Broadband Project's ongoing expenses, including but not limited to costs for maintenance or annual charges for permits, shall be MiSignal's responsibility.

**Section 3. SCOPE OF WORK & BROADBAND SERVICES.**

- A. The Parties agree that the Broadband Project's routes to reach the Designated Areas as designated in **Exhibit A** are those routes shown on the attached route map in **Exhibit B**.
- B. The scope of work to be completed by MiSignal shall include all fiber paths, services, equipment, facilities, and permits necessary, related to, or concerning MiSignal providing and delivering high-speed broadband services to the Designated Areas pursuant to this Agreement, as well as operating and maintaining the same for a period of at least 10 years, and other incidental services reasonably necessary to fulfill the obligations under this Agreement. MiSignal shall install and maintain the Broadband Project in a reasonably safe condition.
- C. Customers in the Designated Areas will not be charged any installation fees for initial service hook-up. The broadband services provided or delivered pursuant to this Agreement shall be provided or delivered at speed of at least 1 Gigabit data for download and upload speeds at an affordable monthly rate consistent with industry average monthly charges, but not to exceed \$75.00 per month for the first five years of this Agreement and subject to annual inflation increases thereafter based on the inflation percentage calculated by the Consumer Price Index published by the United States Bureau of Labor Statistics. No price restraint on the cost of MiSignal or its successor's services shall continue after that five-year period.
- D. If over the ten-year period MiSignal were to be acquired, MiSignal will make fulfilling its obligations and duties under this Agreement, including but not limited to the 10-year operation and maintenance obligation mentioned in Section 3(B), a condition of any such acquisition.

**Section 4. CONSTRUCTION SCHEDULE AND PAYMENTS.**

- A. MiSignal and the Township shall agree upon a construction schedule for construction and installation of the Broadband Project as established in **Exhibit C**.
- B. The Township shall make an initial payment of \$175,000 within ten (10) business days after receiving notice from MiSignal that MiSignal has submitted the necessary information to DTE pursuant to Step (1) of **Exhibit C**. The Township's payments after the initial payment will be structured so as to be due when designated segments of the Broadband Project are completed:

- i. Twenty percent (20%) due when Phase I, Back Bone Routes as shown in **Exhibit B**, is completed;
- ii. Twenty percent (20%) due when Phase II, Laterals as shown in **Exhibit B**, is completed;
- iii. Ten percent (10%) due upon completion of full Broadband Project.

C. Invoices will be submitted by MiSignal to the Township when payment becomes due under this Agreement pursuant to the above schedule concerning the designated segments of the Broadband Project. Invoices shall be due and payable within forty-five (45) calendar days of the invoice date. If the Township objects to all or any portion of an invoice, the Township shall notify MiSignal within fifteen (15) calendar days of the invoice date and identify the cause of the disagreement.

D. Construction of the Broadband Project in the Designated Areas is expected to be completed within six (6) months from the payment of the initial funds pursuant to Section 4(B) of this Agreement, assuming satisfactory weather, prompt approvals by DTE of make ready and pole attachments, and materials availability—which are beyond MiSignal’s control.

**Section 5. NETWORK OWNERSHIP.** Except as otherwise provided herein, the Township agrees MiSignal will fully own the fiber optic network covered by this Agreement both during and following the Term of this Agreement.

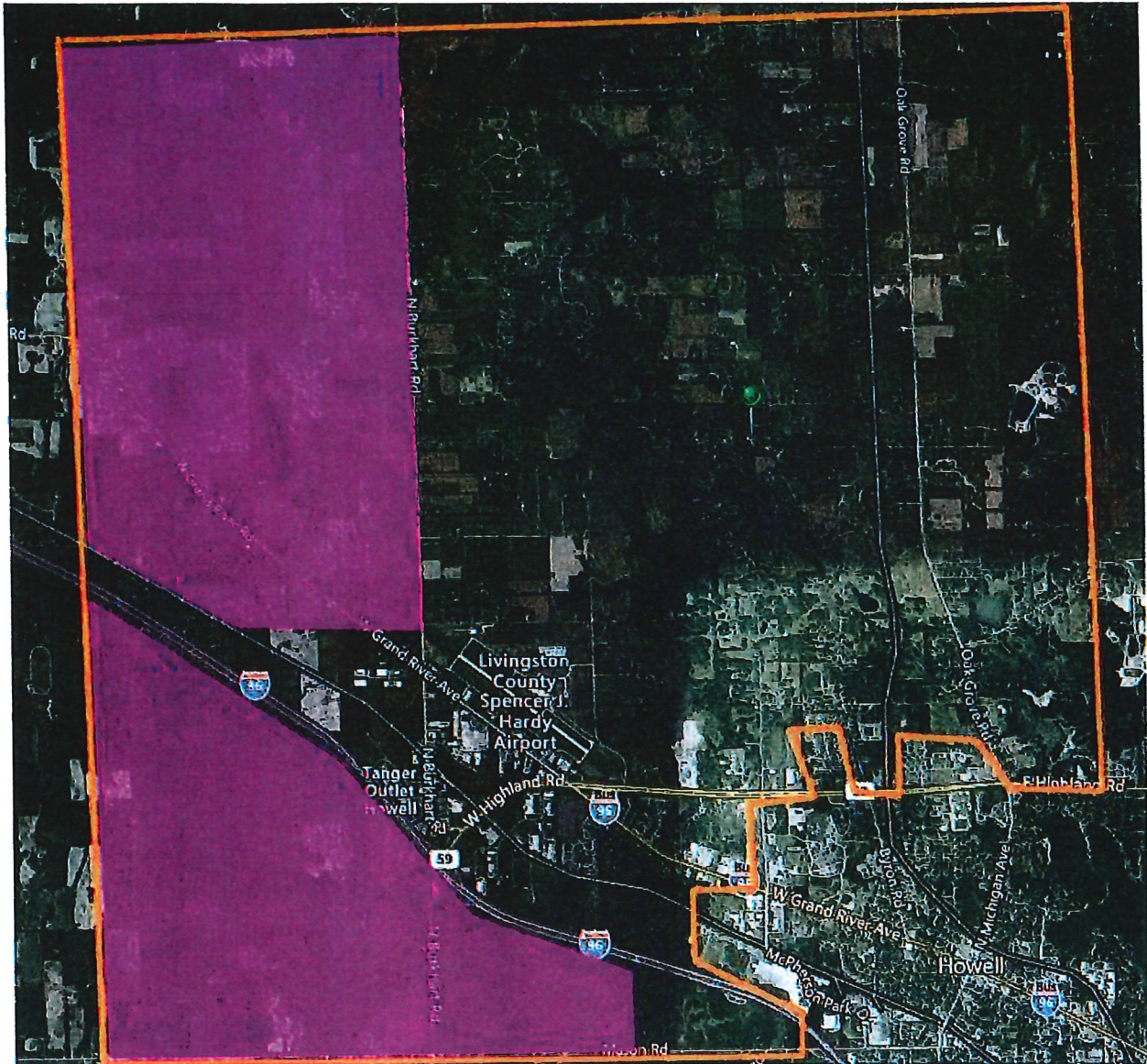
**Section 6. PERMITS AND APPROVALS.** MiSignal will obtain all required consents, approvals, and licenses and permits from authorities having jurisdiction. The Township agrees to process promptly all necessary governmental permits and approvals within its jurisdiction or authority, including Metro Act Permits, to the extent possible, consistent with, and required by state law. Where the work of MiSignal is subject to approval or review of another authority, department of government, or agency other than the Township, preparation of applications for approval or review and related costs will be the responsibility of MiSignal. Each party shall, upon request, present evidence to the other that any necessary permits or regulatory approvals have been obtained.

**Section 7. AS-BUILT RECORDS.** MiSignal, without expense to the Township, shall, within a reasonable time following completion of the construction of the Broadband Project, provide the Township with “as-built” maps, records, plan and specifications showing the Broadband Project’s location(s) and/or route(s) as-built.

**Section 8. INSURANCE.**

A. Prior to beginning any construction or installation of the Broadband Project, MiSignal shall obtain insurance as set forth below and file certificates evidencing the same with the Township. Such insurance shall be maintained in full force and effect.

**EXHIBIT A**  
**Map of Designated Areas**



\*Areas highlighted in pink are the unserved or underserved areas designated by Howell Township as “Designated Areas” under this Agreement.

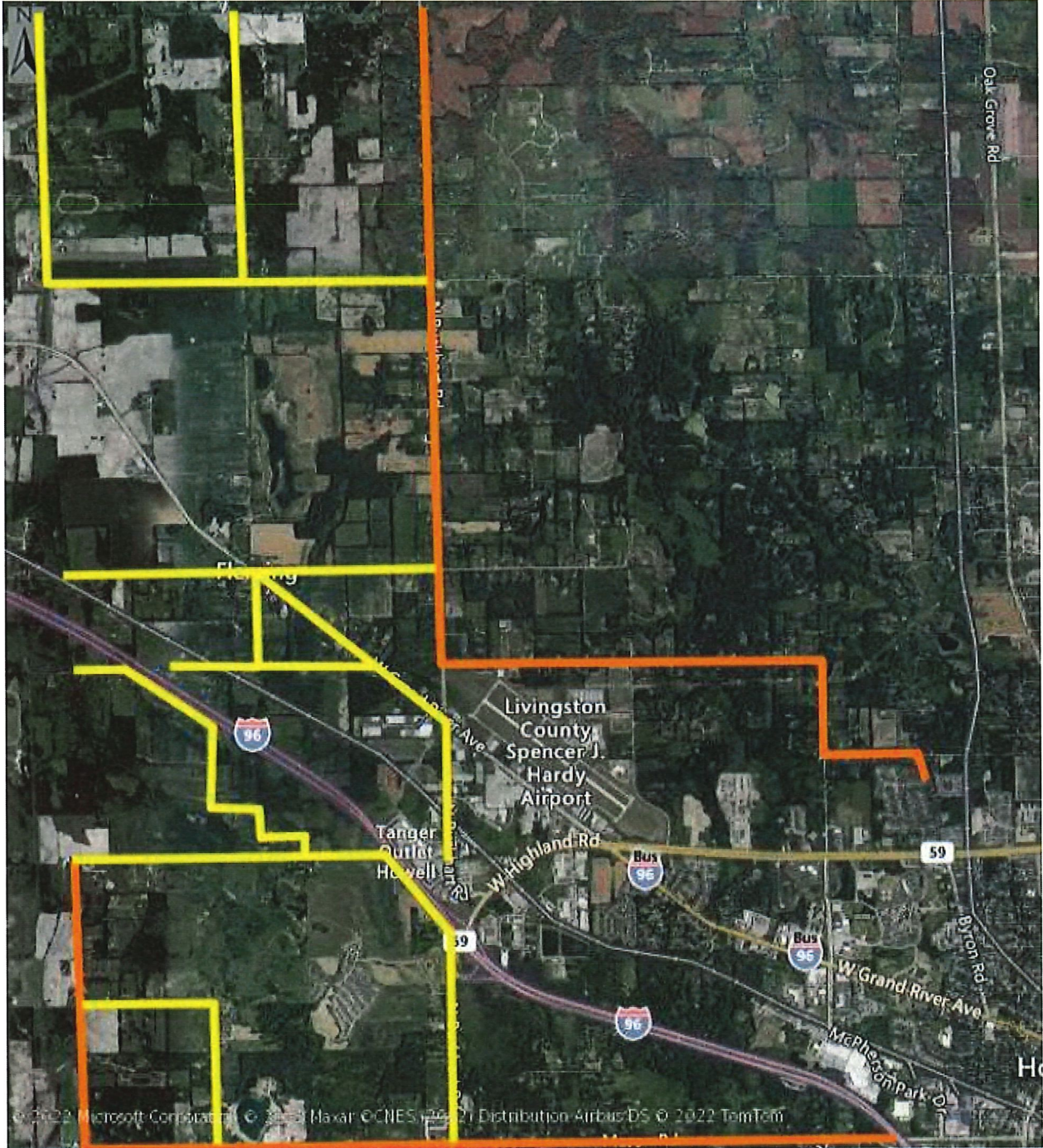
Exhibit B  
Route Map



\*The above shows the areas to be built.

\*\*Phase I consists of the Back Bone section of Howell Township as designated on this map.

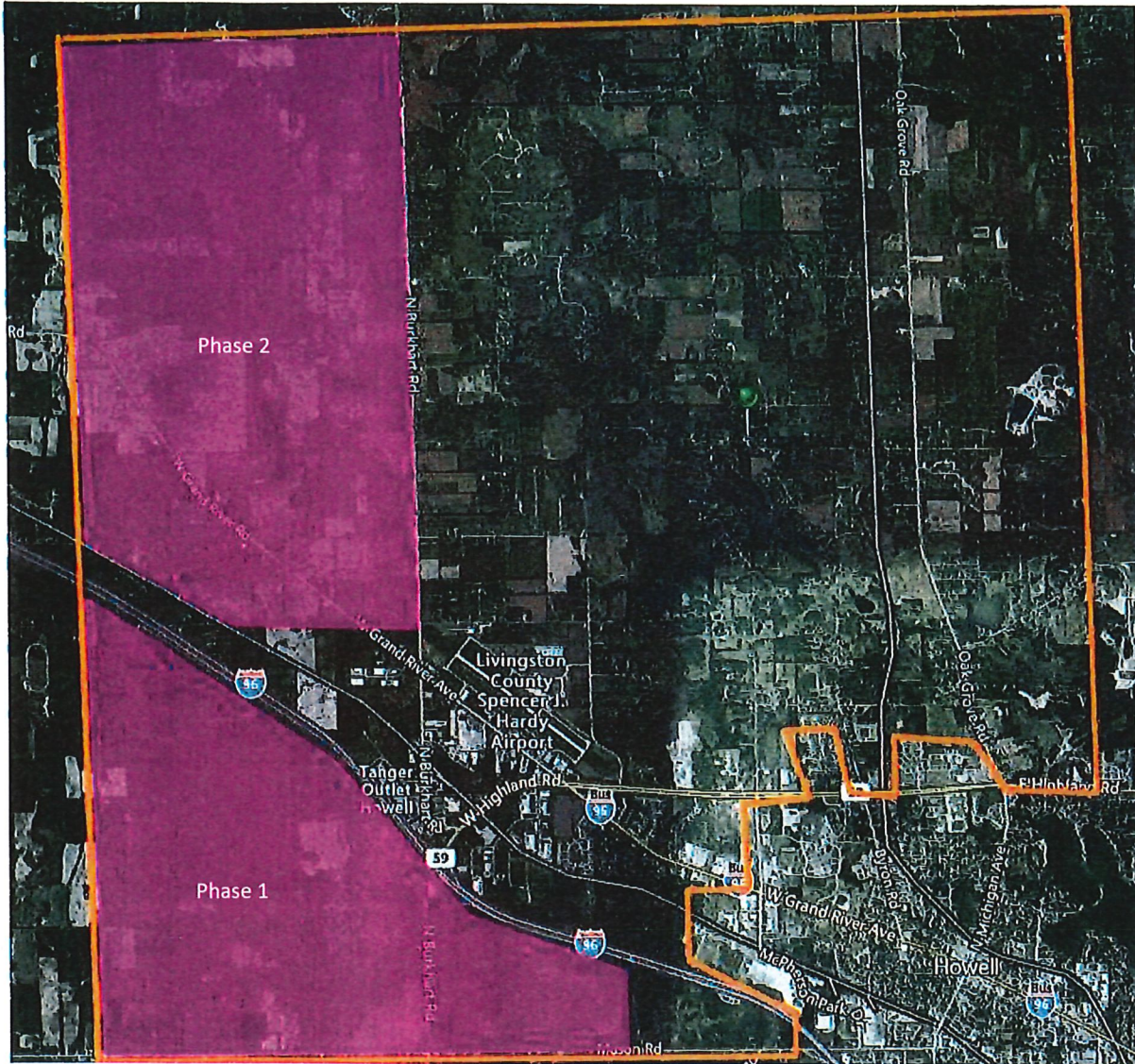
\*\*\*Phase II consists of the Laterals section of Howell Township as designated on this map.



# Proposed

## EXHIBIT A

### Map of Designated Areas



\*Areas highlighted in pink are the unserved or underserved areas designated by Howell Township as “Designated Areas” under this Agreement.

## Howell Township Treasurer

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**From:** Josh Rowe <josh.rowe@misignal.com>  
**Sent:** Wednesday, November 30, 2022 5:28 AM  
**To:** Howell Township Treasurer  
**Subject:** Re: Update

Jonathan,

Sorry for my delayed response. Everything is going pretty well. We have run into a few delays; underground work has had issue after issue because USIC not marking utilities correctly this has cost us roughly two weeks in build time. For the number of customer just based on the backbone we have just under 80 customers that have signed up for early Bird on that section alone. Overall, we are looking currently at around 225- 250 for the overall project as of today. We are actually bringing on customer 1 for this project next week, which is pretty exciting since they have had AT&T DSL and no access to anything else!

Josh Rowe



O: 517-234-3434 | M: 517-388-0921

“Strive not to be a success, but rather to be of value.”-Albert Einstein

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**From:** Howell Township Treasurer <treasurer@howelltownshipmi.org>  
**Sent:** Tuesday, November 15, 2022 3:20 PM  
**To:** Josh Rowe <josh.rowe@misignal.com>  
**Subject:** RE: Update

Josh,

I gave the Board your update and they were happy to learn of your progress in the Township. They did request with your next update if you could include how many people have signed up to get your internet service.

Thanks,  
Jonathan

**From:** Josh Rowe <josh.rowe@misignal.com>  
**Sent:** Tuesday, October 11, 2022 12:25 PM  
**To:** Howell Township Treasurer <treasurer@howelltownshipmi.org>  
**Subject:** Re: Update

Jonathan,

I was actually sending you and update this Friday. Phase 1 (backbone) lower section which is south of the highway will be finished at the end of this month and live. The north section of the backbone will be finished as of December 1. We have run into a couple of safety issues with DTE giving the ok to attach and when our guys are out in the field, we find things haven't been done. Typically, this means we have to stop and wait for

the correction as we are top com, we are the closest to power which is a major safety concern. I will send another update as soon as we go live with the south section of the Backbone.

Josh Rowe



O: 517-234-3434 | M: 517-388-0921

“Strive not to be a success, but rather to be of value.”-Albert Einstein

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**From:** Howell Township Treasurer <[treasurer@howelltownshipmi.org](mailto:treasurer@howelltownshipmi.org)>

**Sent:** Tuesday, October 11, 2022 9:38 AM

**To:** Josh Rowe <[josh.rowe@misignal.com](mailto:josh.rowe@misignal.com)>

**Subject:** Update

Josh,

I was wondering how the projects are progressing in Howell Township?

Thanks,  
Jonathan

Howell Township Treasurer  
[treasurer@howelltownshipmi.org](mailto:treasurer@howelltownshipmi.org)  
517-546-2817



**8B**

**Easement Request from Dama Farms (Hawk Meadows Golf Course)  
November 17, 2022**

Attached is the request we received from Jim Ottinger from Hawk Meadows Golf Course for an utility easement along the southern edge of the Township owned property at Marr Road and Oak Grove Road. Also attached is the Pump Station Capacity analysis from Spicer Engineering for district 8. The analysis is broken down by pump station. The calculations depend on a few assumptions including how many gallons make up an REU. As houses become more efficient that number will continue to decrease. Our waste water ordinance is currently being updated and Tetra Tech is working on a study for MHOG to determine how many gallons are in an REU. Our ordinance currently assumes that an REU is 240 gallons per day. MHOG currently lists an REU at 218 gallons per day. However, preliminary data indicates that an REU should be around 156 gallons per day. As we get more complete information this chart will be updated to reflect these changes.

The attached spreadsheet calculates two situations: Total REU capacity the pump station has as it currently exists (given the size and number of pumps in a station) and how many REUs are currently being used. The pump station farthest to the north on Oak Grove Road is number 76. The condition of concern on is pump station 76 (found on the bottom line on the left side), "Total REUs Remaining" which currently is calculated at -16.4 REU. This means that if the entire district that drains to pump station 76 is built as designed the station will be 16.4 REUs over capacity.

According to MHOG Director Greg Tatara sewer district 8 is able to be upgraded. Pump station 76 could get larger pumps installed; pump station 75 has room for an additional pump. This means that additional capacity is available to some future development such as on the golf course but at some cost to be determined at the time of development. An analysis would need to be completed before any development, not already included in the district, could be built. The cost to upgrade any infrastructure would also need to be part of the analysis so the Township can charge back the cost of the upgrades to the developer.

The question before the Board is whether to grant an easement to Hawk Meadows Golf Course considering the existing conditions of sewer district 8.

Respectfully submitted,

Jonathan Hohenstein

## Howell Township Treasurer

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**From:** Jim Ottinger <hawkmeadows@yahoo.com>  
**Sent:** Monday, June 13, 2022 10:35 AM  
**To:** Howell Township Treasurer  
**Subject:** Easement to Dama Property

Jonathon,

Please convey this information to the Board

Howell Township Board Members,

I am requesting a utility easement along the southern edge of the Township owned property on Oak Grove Road. This easement would facilitate access from Dama Farms (Hawk Meadows) to public utilities.

We have no immediate requirement to connect to these utilities at this time. Therefore, we are not requesting capacity approval from any public utility.

However, this easement would create a gateway for possible future development on our property.

Your consideration of this approval is greatly appreciated

Jim Ottinger  
Dama Farms  
dba: Hawk Meadows Golf Course  
517.404.5255

Location: Howell Township, MI  
 Subject: Pump Station 75 and Pump Station 76 Capacity  
 Date: 11/3/2022  
 Author: John Bradley, Spicer Group

Pump Station 76	
Allotted REUs	
Total Used REUs + Total Future (as shown and determined from GIS Sanitary District PS 76)	568 REU
Howell Township Standard	218 gpd
Total Allotted REUs * Howell Township Standard	123,824 gpd
Allotted Flow (gpm)	86 gpm
Recommended Standards for Wastewater Facilities (10 States)	4 unitless
Allotted Gallons Per Minute * Standard Peaking Factor	3,444 gpm
Downstream Pump Station Pump Flow Capacity	334 gpm
Peak Flow Remaining	-10.0 gpm
Standard Flow Remaining / Standard Peaking Factor	-2.5 gpm
Standard Flow Remaining (gpm) * 60 * 24	-3,584 gpd
Total REUs Remaining	-16.4 REU

Pump Station 76	
Total REUs in Use	
REU's currently in use (as shown and determined from GIS Sanitary District PS 76)	232 REU
Howell Township Standard	218 gpd
Total USED REUs * Howell Township Standard	50,576 gpd
Used REU Flow (gpm)	35 gpm
Recommended Standards for Wastewater Facilities (10 States)	4 unitless
Allotted Gallons Per Minute * Standard Peaking Factor	140 gpm
Downstream Pump Station Pump Flow Capacity	334 gpm
Peak Flow Remaining	194 gpm
Standard Flow Remaining / Standard Peaking Factor	48 REU
Standard Flow Remaining (gpm) * 60 * 24	69,664 gpd
Total REUs Remaining	319.6 REU

Pump Station 75	
Allotted REUs	
Total Used REUs + Total Future (as shown and determined from GIS Sanitary District PS 76 [568] + Sanitary District PS 75 [757])	1,325 REU
Howell Township Standard	218 gpd
Total Allotted REUs * Howell Township Standard	288,848 gpd
Allotted Flow (gpm)	201 gpm
Recommended Standards for Wastewater Facilities (10 States)	4 unitless
Allotted Gallons Per Minute * Standard Peaking Factor	802 gpm
Downstream Pump Station Pump Flow Capacity	922 gpm
Peak Flow Remaining	175 gpm
Standard Flow Remaining / Standard Peaking Factor	31 REU
Standard Flow Remaining (gpm) * 60 * 24	44,872 gpd
Total REUs Remaining	205.8 REU

Pump Station 75	
Total REUs in Use	
REU's currently in use (as shown and determined from GIS Sanitary District PS 76 [232] + Sanitary District PS 75 [2*96])	528 REU
Howell Township Standard	218 gpd
Total USED REUs * Howell Township Standard	115,191 gpd
Used REU Flow (gpm)	80 gpm
Recommended Standards for Wastewater Facilities (10 States)	4 unitless
Allotted Gallons Per Minute * Standard Peaking Factor	320 gpm
Downstream Pump Station Pump Flow Capacity	922 gpm
Peak Flow Remaining	607 gpm
Standard Flow Remaining / Standard Peaking Factor	151.8 REU
Standard Flow Remaining (gpm) * 60 * 24	218,529 gpd
Total REUs Remaining	1,002 REU

Legend:  
 GIS should be updated and reviewed annually for REU changes  
 REU standard capacity should be checked for changes  
 Drawdown testing should be performed annually to ensure pumps are operating at the rate shown

- GIS Notes:
1. ArcOnline Web Map Location - Howell Township "New Sanitary System Viewer"
  2. REU's amounts for each parcel have been established as 1.0 unless existing allocation has been provided by Owner
  3. The Parcel REU Data feature layer includes locations in the Township as OPT IN, OPT OUT, and OPT OUT-HIGH PRESSURE DISTRICT

8C



December 5, 2022

Jonathan Hohenstein, Treasurer  
Howell Township  
3525 Byron Road  
Howell, Michigan 48855

Re: Township Hall & Park Development, Tolley Road  
Howell Township, Livingston County, MI  
Letter Agreement for Professional Services

Dear Jonathan:

Thank you for allowing us to work with Howell Township and to be part of creating a Township Hall and Park area design for the 160 acre vacant parcel located on Tooley Road.

Spicer Group has excellent experience with projects similar to the development of the Township Hall and park in Howell Township. We have previously assisted many communities in planning their parks, park facilities, and trails to bring their vision to reality. We have then assisted those same communities with funding the proposed improvements.

#### **PROJECT UNDERSTANDING**

Howell Township wishes to create a design for a new Township Hall and park on a 160 acre vacant parcel located on Tolley Road that the Township currently owns.

Our Spicer Team will meet with the Township Planning Committee, and get a clear understanding of the goals and desires of the Township for the design of the parcel. Items that are planned for are:

- New Township Hall
- New park area with amenities

#### **SCOPE OF SERVICES**

Spicer Group's proposed services are listed below.

- I. Conceptual Design Township Hall
  - a. Attend a coordination meeting with the Township to discuss the Township Hall concept plan.
  - b. Develop two conceptual plan alternatives that would include the features that the Township would like to see in hall facility.
  - c. Meet with the Township to determine selected concept
  - d. Develop preliminary cost estimate
- II. Conceptual Design Township Park
  - a. Attend a coordination meeting with the Township to discuss park concept plan and best public outreach opportunities.
  - b. Public outreach on-line survey
  - c. Public outreach stakeholder meeting – including a charette

- d. Develop a two conceptual plan alternatives that would include the features that the Township would like to see in park.
  - e. Public open house to review park options
  - f. Prepare final concept rendered park plan
  - g. Develop preliminary cost estimate
- III. Grant Funding Investigation
- a. Review Michigan Department of Natural Resources (MDNR) grant funding options with the Township.
  - b. Perform a pre-score scenario for the project with all three MDNR funding options.
  - c. Share the pre-scores with the Township to determine the best option for this project.
  - d. Investigate other possible funding opportunities and share them with the Township.

**SERVICES NOT INCLUDED**

The following services are not included in this proposal, however, may be necessary to complete. If we find this to be the case, we will notify you, discuss it and seek your approval prior to commencing with the work.

- A. EGLE Permits: At this time, we don't foresee EGLE permitting is necessary for this project.
- B. Geotechnical Investigation: Soil borings are not included in this proposal.
- C. Permit Fee: Permit fees are not included in this proposal. Any permit fees would be paid by the City.

**ADDITIONAL SERVICES**

Additional services related to this project will be furnished by us after you authorize the work. For convenience, we are including an authorization form. Our fee for the additional services will be determined at the time they are agreed to and rendered.

**FEE**

Our proposed fee schedule follows. We will submit monthly invoices to you for our professional services, any additional authorized services and any reimbursable expenses. The fee for the Conceptual Designs and Grant Funding Investigation is hourly and our invoices will be based on the hourly rates of our personnel assigned to this project applied to the time they spend on it.

- I. Conceptual Design Township Hall : Standard hourly rate not to exceed \$3,500
- II. Conceptual Design Township Park: Standard hourly rate not to exceed \$18,000
- III. Grant Funding Investigation : Standard hourly rate not to exceed \$1,800

We have calculated these fees based on our understanding of what you want us to do and what you have told us. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes or our understanding is incorrect, we will notify you and discuss with you the option of adjusting the amount of the fee or adjusting the scope of services.

Howell Township Hall & Park Design  
December 5, 2022  
Page 3 of 3

If this proposal meets with your approval, please acknowledge with an authorized signature below. Please return one executed copy to us and maintain the other for your records.

We deeply appreciate your confidence in Spicer Group and look forward to working with you on this project.

Sincerely,

Sincerely,



**Robert Eggers, AICP**  
Principal in Charge



**Cynthia A. Todd, PLA**  
Director of Planning

**SPICER GROUP, INC.**  
230 S. Washington Avenue  
Saginaw, MI 48607  
Phone: (989) 754-4717 ext. 5522  
Fax: (989) 754-4440  
mailto: [cynthia.todd@spicergroup.com](mailto:cynthia.todd@spicergroup.com)

Cc: SGI File 133588SG2022  
KEF, Acctg.

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Above proposal accepted and approved  
by Owner.

**HOWELL TOWNSHIP**

By: \_\_\_\_\_  
Authorized Signature

Date: \_\_\_\_\_



9A

**HOWELL TOWNSHIP  
PUBLIC NUISANCE ORDINANCE  
Ordinance No. 123, Effective April 17, 2001**

An Ordinance to promote the public health, safety and general welfare; to provide penalties for maintaining Public Nuisances; to provide for the abatement of Public Nuisances by the Township and the collection of the costs thereof.

**HOWELL TOWNSHIP ORDAINS:**

**SECTION 1. PUBLIC NUISANCES DEFINED AND PROHIBITED.**

A **Public Nuisance** is an action or condition that is offensively annoying, unpleasant, obnoxious, hurtful, harmful, injurious, vexing, difficult or distressing and causes harm or annoyance to a person or persons in a particular locality in violation of their rights in the preservation of the public health, safety and other aspects of the public welfare as members of the community. **Any such action or condition that annoys, injures or endangers the safety, health, convenience, comfort, repose or other aspects of the public welfare, offends public decency or aesthetic sensibilities, interferes with, obstructs or renders dangerous any road, highway, navigable lake, river or stream,** or in any way renders the public insecure in life on property is hereby declared to be a Public Nuisance. Public Nuisances shall include, but not be limited to, whatever is forbidden by any provision of this Ordinance. No person shall commit, create or maintain any Public Nuisance.

**SECTION 2. NUISANCES PER SE.**

The following acts, accumulations, conditions and activities are hereby declared to be Public Nuisances, *per se*:

- A. Permitting to remain on premises owned or occupied by a person or by a public agency, throwing, placing or leaving, or permitting the throwing, placing or leaving on the premises of another, any observable amounts of the following substances: organic refuse, food wastes, ashes, dead animals, fish, animal bones, hides, rotten soap, grease, tallow, offal, shells, food containers or wrappings, cans, bottles, jars, crockery, garbage, discarded furniture, cartons, boxes, crates, rags, discarded clothing, bedding, floor coverings, wallpaper, sweepings, wastepaper, newspapers or magazines, discarded appliances, rubbish, excrement, rotted materials; construction debris, including, but not limited to lumber, bricks, blocks, plumbing or heating materials, siding; yard clippings, including, but not limited to grass clippings, clippings from hedges or shrubs, or detached tree branches; industrial waste, unclean or nauseous fluids or gases in any of the following locations:
- 1) Any public road, street, highway, lane, alley, public place, square, sidewalk or any lands within the boundaries of Howell Township, owned by the Township, County of Livingston, State of Michigan, other municipal corporation or government entity.
  - 2) Any river, lake, stream or other body of surface water, wetlands or flood plains.

Court Address 204 S. HIGHLANDER WAY, STE 1  
HOWELL, MI 48843

Court Telephone  
(517) 548-1000

{ } Statute {X} Ordinance Infraction: NUISANCE

Infraction Date: 9/22/20

HOWELL TOWNSHIP

VS

HAMM/ANDREW/CHRISTOPHER  
14 SANTA ROSA DR  
HOWELL, MI 48843

For a defendant on active military duty, default judgment shall not be entered except as provided by the Servicemembers Civil Relief Act.

JUDGMENT

THE COURT FINDS:

{X} 3. After hearing, defendant {X} is { } is not responsible as amended:

IT IS ORDERED:

{X} 7. The defendant must pay the balance due by returning a copy of this judgment with payment.

Amount of judgment

Fine and		
Costs	\$	300.00
State costs	\$	10.00
	\$	
Total	\$	310.00
Bond forfeited	\$	
Balance due	\$	310.00

TO THE DEFENDANT: If you fail to pay within 28 days of the date owed, the Secretary of State may take action against your driving privileges. In addition, the fine, costs, and fees not paid within 56 days of the date owed are subject to a 20% late penalty on the amount owed.

Date owed: DEC. 17, 2020

8. Other: SEE ATTACHED ORDER

DEC 17 2020

Date

Judge SHAUNA MURPHY

P-66153

Bar no.

NOTICE TO DEFENDANT: If this judgment is the result of an informal hearing, you may appeal the decision within 7 days of the judgment date. If this judgment is the result of a formal hearing, you may appeal the decision within 21 days of the judgment date. If this judgment is based on an admission of responsibility, you may file a written request to withdraw your admission within 14 days of the admission. If this judgment is the result of a default, you may be able to have the default judgment set aside by filing a motion within 14 days of the date the judgment was served. You must post a cash bond equal to the total fines and costs noted when filing a motion to set aside a default judgment.

CERTIFICATE OF SERVICE: I certify that on this date

{ } I have personally served a copy of this judgment on the defendant.

{X} I have served a copy of this judgment on the defendant by first-class mail addressed to his/her last-known address as defined by MCR 2.107(C)(3).

Date

12/17/20

PA Patterson

Clerk/Deputy court clerk/Magistrate

**STATE OF MICHIGAN  
IN THE 53<sup>RD</sup> DISTRICT COURT FOR THE COUNTY OF LIVINGSTON**

**HOWELL TOWNSHIP,**  
Plaintiff,

v.

Case No. HOMV0352A & B  
Honorable Shauna N. Murphy

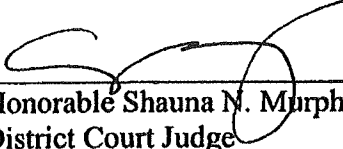
**ANDREW HAMM,**  
Defendant.

\_\_\_\_\_ /

**ORDER**

**IT IS ORDERED:**

For the reasons stated on the record, the Court finds Defendant responsible for the cited civil infractions and imposes a total fine of \$300, not including court costs and fees. Furthermore, pursuant to MCL 600.8302(4) and MCL 600.8727(5), Defendant is ordered to remove the RV parked in the front yard of 14 Santa Rosa Dr. and the two trailers, large boulder, logs, and any other obstructions placed within Santa Rosa Dr. as addressed in this proceeding. All items must be removed by December 20, 2020 at 5 p.m. No items may be moved to any new location that violates any law or local ordinance.

  
\_\_\_\_\_  
Honorable Shauna N. Murphy  
District Court Judge

12/16/2020  
Date

**TOWNSHIP ORDINANCES (EXCERPT)**  
**Act 246 of 1945**

**41.181 Adoption of ordinances by township board.**

Sec. 1. (1) Except as otherwise provided in this subsection, the township board of a township, at a regular or special meeting by a majority of the members elect of the township board, may adopt ordinances regulating the public health, safety, and general welfare of persons and property, including, but not limited to, ordinances concerning fire protection, licensing or use of bicycles, traffic, parking of vehicles, sidewalk maintenance and repairs, the licensing of business establishments, the licensing and regulating of public amusements, and the regulation or prohibition of public nudity, and may provide sanctions for the violation of the ordinances. **The township shall enforce the ordinances** and may employ and establish a police department with full power to enforce township ordinances and state laws. If state laws are to be enforced, a township shall have a law enforcement unit or may by resolution appropriate funds and call upon the sheriff of the county in which the township is located, the department of state police, or another law enforcement agency to provide special police protection for the township. The sheriff, department of state police, or other local law enforcement agency shall, if called upon, provide special police protection for the township and enforce local township ordinances to the extent that township funds are appropriated for the enforcement. Special township deputies appointed by the sheriff shall be under the jurisdiction of and solely responsible to the sheriff. Ordinances regulating traffic and parking of vehicles and bicycles must not contravene the Michigan vehicle code, 1949 PA 300, MCL 257.1 to 257.923. This subsection is subject to the local government occupational licensing act.

(2) Ordinances enacted may apply to streets, roads, highways, or portions of the township determined by the township board or may be limited to specified platted lands within the township, and with respect to these lands are valid and enforceable whether the roads and streets have been dedicated to public use or not. Township boards of townships enacting ordinances under this section may accept contributions from duly constituted representatives of the platted lands benefited by the ordinances to defray administrative and enforcement costs incident to the enactment of ordinances.

(3) A township may adopt a provision of any state statute for which the maximum period of imprisonment is 93 days or the Michigan vehicle code, 1949 PA 300, MCL 257.1 to 257.923, by reference in an adopting ordinance, which statute must be clearly identified in the adopting ordinance. Except as otherwise provided in this subsection, a township shall not enforce any provision adopted by reference for which the maximum period of imprisonment is greater than 93 days. A township may adopt section 625(1)(c) of the Michigan vehicle code, 1949 PA 300, MCL 257.625, by reference in an adopting ordinance and shall provide that a violation of that ordinance is a misdemeanor punishable by 1 or more of the following:

- (a) Community service for not more than 360 hours.
- (b) Imprisonment for not more than 180 days.
- (c) A fine of not less than \$200.00 or more than \$700.00.

(4) As used in this section, "public nudity" means knowingly or intentionally displaying in a public place, or for payment or promise of payment by any person including, but not limited to, payment or promise of payment of an admission fee, any individual's genitals or anus with less than a fully opaque covering, or a female individual's breast with less than a fully opaque covering of the nipple and areola. Public nudity does not include any of the following:

- (a) A woman's breastfeeding of a baby whether or not the nipple or areola is exposed during or incidental to the feeding.
- (b) Material as defined in section 2 of 1984 PA 343, MCL 752.362.
- (c) Sexually explicit visual material as defined in section 3 of 1978 PA 33, MCL 722.673.

**History:** 1945, Act 246, Eff. Sept. 6, 1945;—CL 1948, 41.181;—Am. 1952, Act 224, Eff. Sept. 18, 1952;—Am. 1953, Act 87, Eff. Oct. 2, 1953;—Am. 1955, 1st Ex. Sess., Act 5, Imd. Eff. Nov. 10, 1955;—Am. 1959, Act 55, Imd. Eff. June 2, 1959;—Am. 1961, Act 18, Eff. Sept. 8, 1961;—Am. 1963, Act 39, Eff. Sept. 6, 1963;—Am. 1968, Act 300, Imd. Eff. July 1, 1968;—Am. 1969, Act 17, Imd. Eff. June 5, 1969;—Am. 1974, Act 375, Imd. Eff. Dec. 23, 1974;—Am. 1978, Act 590, Imd. Eff. Jan. 4, 1979;—Am. 1989, Act 78, Imd. Eff. June 20, 1989;—Am. 1991, Act 177, Eff. Mar. 30, 1992;—Am. 1994, Act 14, Eff. May 1, 1994;—Am. 1994, Act 315, Imd. Eff. July 21, 1994;—Am. 1999, Act 253, Imd. Eff. Dec. 28, 1999;—Am. 1999, Act 257, Eff. Dec. 29, 1999;—Am. 2012, Act 9, Imd. Eff. Feb. 15, 2012;—Am. 2018, Act 496, Imd. Eff. Dec. 27, 2018.

**Compiler's note:** Enacting section 1 of Act 496 of 2018 provides:  
"Enacting section 1. This amendatory act is retroactive and takes effect January 1, 2018."

RE: Violation of Court Order/Nuisance Complaint Interfering with Roadway

From: Howell Township Inspector (inspector@howelltownshipmi.org)

To: tb0450@yahoo.com

Date: Tuesday, November 29, 2022 at 11:24 AM EST

Tim,

We have reviewed the court order, and the zoning ordinance. We do not feel that the reflectors are violating the court order or the zoning ordinance. As this is a private road the location of the road within the easement is a matter for the owners of the road and not the Township.









9B

Resolution 12.22.516

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between Howell Public Schools, with offices located at 411 N. Highlander Way, Howell, MI 48843 (hereinafter "School District") and Howell Township with offices located at 3525 Byron Road Howell, MI 48855 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2023.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2023 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than June 15, 2023 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2023.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
  - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

SCHOOL DISTRICT

Signature authorized by Board  
of Education Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
President  
\_\_\_\_\_  
Secretary

TOWNSHIP

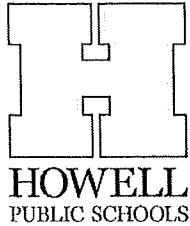
Signature authorized by Board  
of Trustees Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
Supervisor  
\_\_\_\_\_  
Clerk

RECEIVED

OCT 24 2022

HOWELL TOWNSHIP



RECEIVED

OCT 24 2022

HOWELL TOWNSHIP

October 19, 2022

Ms. Jean Graham  
Howell Township  
3525 Byron Road  
Howell, MI 48855

Re: 2023 Summer Tax Collection

Dear Ms. Graham,

Attached please find a copy of our annual summer tax collection resolution recently passed by the Board of Education. This resolution authorizes collection of the school district's taxes this next summer. Through its resolution, the Board has determined to collect 100% of the 18 mills non-homestead and 50% of the debt millage.

In past years we have paid a \$3.00 per parcel fee for this collection. The fee was paid to offset your costs that were incurred for collecting the summer school tax.

Enclosed please find an Agreement for Collection of Summer School Property Taxes. If the per parcel fee is acceptable please sign and return this form to the address at the bottom of this memo.

I can be reached at 517-548-6237 if you have any questions.

Sincerely,

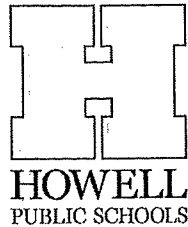
A handwritten signature in cursive script that reads 'Ben Engelter'.

Ben Engelter  
Executive Director of Finance

BE/mm

enc.

cc: Treasurer



RECEIVED

OCT 24 2022

HOWELL TOWNSHIP

October 19, 2022

Ms. Jean Graham  
Howell Township  
3525 Byron Road  
Howell, MI 48855

Re: 2023 Summer Tax Collection

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Attached please find a copy of our annual summer tax collection resolution recently passed by the Board of Education. This resolution authorizes collection of the school district's taxes this next summer. Through its resolution, the Board has determined to collect 100% of the 18 mills non-homestead and 50% of the debt millage.

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Enclosed please find an Agreement for Collection of Summer School Property Taxes. If the per parcel fee is acceptable please sign and return this form to the address at the bottom of this memo.

I can be reached at 517-548-6237 if you have any questions.

Sincerely,

Ben Engelter  
Executive Director of Finance

BE/mm

enc.

cc: Treasurer

## ANNUAL SUMMER TAX RESOLUTION

Howell Public Schools

A regular meeting of the Board of Education of Howell Public Schools (the "District") was held in the Administration Building Board Room on the 10th day of October, 2022 at 7:00 o'clock p.m.

The meeting was called to order at 7:00 o'clock, p.m. by President Pasini.

Present: Pasini, Earl, Conn, Tarara, Trudell, Wilcox, Zurek

Absent: None

The following preamble and resolution were offered by Member Zurek and supported by Member Trudell.

### WHEREAS:

1. This Board of Education previously adopted a resolution to impose a summer property tax levy to collect all of the non-homestead school property taxes, and one-half debt service, upon property located within the school district and continuing from year to year until specifically revoked by this Board of Education; and
2. The Revised School Code, as amended, requires formal action of the Board of Education every year to continue the summer tax levy.

### NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to the Revised School Code, as amended, hereby invokes for 2023 its previously adopted ongoing resolution imposing a summer tax levy of all the non-homestead school property taxes, and one-half debt service, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this district is located (and in which a local school district or city is concurrently imposing a summer tax levy\*) to collect those summer taxes.
2. The Superintendent, school business official, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this district is located (and in which a local school district or city is concurrently imposing a summer tax levy\*) a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2023 in the

amount specified in this resolution. Said resolutions and the request to collect the 2023 summer tax levy shall be forwarded so that they are received by the appropriate governing bodies.

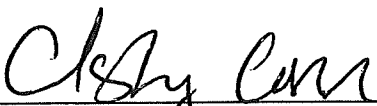
3. The Superintendent, school business official, or his/her designee, is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MSL 380.1612. Any such proposed agreement shall be brought before this Board of Education for its approval or disapproval.

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

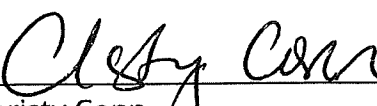
Ayes: Members: Pasini, Earl, Conn, Tarara, Trudell, Wilcox, Zurek

Nays: Members: None

Resolution declared adopted.

  
\_\_\_\_\_  
Christy Conn  
Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Howell Public Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on the 10th day of October, 2022, the original of which is part of the Boards minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provision of the "Open Meetings Act" (1976 PA 267, as amended).

  
\_\_\_\_\_  
Christy Conn  
Secretary, Board of Education

\_\_\_\_\_  
\*To be used only by ISD's at their discretion.

9C



RECEIVED

Resolution 12.22.517

NOV 14 2022

SUMMER TAX COLLECTION AGREEMENT

The Township of Howell with offices located at 3525 Byron Rd., Howell, Michigan (the "township") pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a summer levy of Livingston Educational Service Agency, Michigan (the "Agency") property taxes for the year 2023 and hereafter as provided below:

HOWELL TOWNSHIP

The Agency and the Township agree as follows:

1. The Township agrees to collect 100% of the total school millage in the summer as certified by the Agency for levy on all taxable property in addition to and not within the K-12 school district summer tax collection, including principal residence and other exempt property not subject to the 18 mill levy within the Fowlerville Community Schools and Howell Public Schools.
2. All interest and penalties, other than collection fees, that are imposed prior to the date the taxes are returned delinquent and that are attributable to school taxes, shall belong to the Agency.
3. The Agency agrees to pay the Township costs of assessment and collection at \$3.00 per parcel which represents reasonable expenses incurred by the Township in assessing and collecting Agency taxes, to the extent that the expenses are in addition to the expenses of assessing and collecting other taxes at the same time.
4. The Agency shall certify to the Township Treasurer the school millage to be levied on property for summer collection to the Township via a signed L-4029 within 3 weeks of Livingston County Equalization delivering their tax roll information to the Agency, or by June 15, whichever is earlier.
5. The Township Treasurer shall account for and deliver summer school tax collections to the Agency within ten (10) business days from the 1<sup>st</sup> and 15<sup>th</sup> of each month via electronic transfer, if and when possible.
6. In the event that state law is amended necessitating changes to this Agreement, the parties agree to negotiate changes to the Agreement in good faith to conform the Agreement to state law. Collection of summer taxes and payment for said collection shall not be disrupted or delayed due to the negotiation of or revision to this Agreement.
7. By execution of this Agreement, both parties certify and represent that the Agreement is authorized by the laws of the State of Michigan, that the individuals responsible for collecting the Agency taxes are and will be in compliance with all laws pertaining to their duties and responsibilities as a tax collecting agent, and that the signors are authorized by their respective governing bodies to execute this Agreement.
8. This Agreement is effective on the date of its execution and shall expire twelve months from the effective date.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates indicated below.

**LIVINGSTON EDUCATIONAL SERVICE AGENCY, MICHIGAN**

By Stephanie Weese Digitally signed by Stephanie Weese  
Date: 2022.11.10 11:37:26 -05'00'  
Stephanie L. Weese

Its: Assistant Superintendent for Administrative Services

Dated: November 9, 2022

**TOWNSHIP OF HOWELL:** \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Dated \_\_\_\_\_



Livingston  
**EDUCATIONAL  
SERVICE** Agency

---

**RECEIVED**

November 10, 2022

NOV 14 2022

Township/City Treasurer

HOWELL TOWNSHIP

Dear Treasurer,

Please find enclosed, a copy of the December 14, 2005 resolution authorizing the collection of 2023 summer taxes and also a copy of the November 9, 2022 resolution reaffirming the original resolution.

The Board of Education requests that the township/city collect the district's summer school property taxes levied upon property located within the boundaries of the township/city. The Agency intends to collect 100% of the levy in the summer for Brighton, Fowlerville, Hartland, and Howell school districts. The levy in Pinckney will be collected 100% in the winter.

We anticipate the collection of fees will remain the same as last year. If you have any concerns or want to discuss further, please feel free to contact me.

Sincerely,

Stephanie L. Weese  
Assistant Superintendent of Administrative Services

enc.

Stephanie L. Weese, C.F.O.

Administrative Services • 1425 W. Grand River Avenue • Howell, MI • 517.540.6810 • LivingstonESA.org

## SUMMER TAX

Livingston Educational Service Agency, Michigan (the "District")

A regular meeting of the board of education (the "Board") of the District was held in the Livingston Educational Service Agency, in the District, on the 14<sup>th</sup> day of December, 2005, at 6:07 p.m. in the evening.

The meeting was called to order by Harold Fryer, President.

Present: Harold Fryer, Julie Hill, LuAnn Loy, Bill Manuel

Absent: Gary Kaiser

The following preamble and resolution were offered by Member Manuel and supported by Member Hill

### WHEREAS:

1. Act 451, Public Acts of Michigan, 1976, as amended (the "Revised School Code"), provides that a school district may determine by resolution to impose a summer tax levy of one-half (1/2) or all of its annual school property taxes, including debt service, which resolution shall be applicable until revoked by the Board; and
2. For each year such a resolution applies, a school district must request, before January 1, each city and township in which it is located to agree to collect the summer tax levy in that year of all of annual school property taxes, including debt service; and
3. This Board has determined that it would be in the best interests of the District to impose a summer tax levy to collect all of the annual school property taxes, including debt service; and
4. The Revised School Code provides for certain procedural steps to be taken by this Board in connection with the imposition of a summer tax levy and also provides for the manner in which such summer tax levy shall be collected.

### NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board, pursuant to the Revised School Code, hereby imposes a summer tax levy of all of the annual school property taxes, including debt service, beginning with July 1, 2006, and continuing from year to year until specifically revoked by this Board.
2. The Board shall adopt a resolution annually prior to January 1 acknowledging its decision to impose summer taxes on an ongoing basis (the "annual resolution"), and the Superintendent of Schools or designee is authorized and directed to annually forward a copy of this resolution and the annual resolution to the governing body of each city

and/or township in which this District is located, together with this Board's request that each such city and/or township agree to collect the summer tax levy for the ensuing year in the amount as specified in this resolution. The annual forwarding of this resolution, the annual resolution, and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1 of each year.

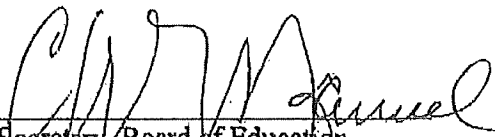
3. The Superintendent or designee is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCLA 380.1611 or MCLA 380.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.
4. If no agreement can be reached between this Board and any city or township within the time limits set forth in the Revised School Code, this Board shall then take such further action as is required and/or permitted therein.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded

Ayes: Manuel, Hill, Loy, Fryer

Nays: Members

Absent: Kaiser

Resolution declared adopted.

  
Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Livingston Educational Service Agency, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on December 14, 2005, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

  
Secretary, Board of Education

ANNUAL SUMMER TAX RESOLUTION

Livingston Educational Service Agency

A regular meeting of the Board of Education (the "Board") was held in the Livingston Educational Service Agency Administration Building on the 9th day of November, 2022, at six o'clock p.m.

The meeting was called to order at 6:01 p.m., by President Loy

Present: Loy, Cortez, Kaiser, Fryer, Jan Kowski

Absent:

The following preamble and resolution were offered by Member Fryer and supported by Member Jan Kowski

WHEREAS:

1. This Board of Education previously adopted a resolution to impose a summer property tax levy to collect all of school property taxes, including debt services, upon property located within the school district and continuing from year to year until specifically revoked by this Board of Education; and

2. The Revised School Code, as amended, requires formal action of the Board of Education prior to January 1 every year to continue the summer tax levy.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to the Revised School Code, as amended, hereby invokes for 2023 its previously adopted ongoing resolution imposing a summer tax levy of all of school property taxes, including debt service, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this Agency is located (and in which a local school district or city is concurrently imposing a summer tax levy) to collect those summer taxes.

2. The Superintendent, school business official, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this Agency is located (and in which a local school district or city is concurrently imposing a summer tax levy) a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each city and/or township agree to collect the summer tax levy for 2023. Said resolutions and the request to collect the summer tax levy shall be forwarded so that they are received by the appropriate governing bodies before January 1, 2023.

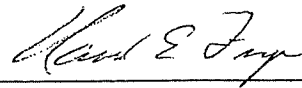
3. The Superintendent, school business official, or his/her designee, is authorized and directed to negotiate on behalf of this Agency with the governing body of each city and/or township in which the Agency is located for the reasonable expenses for collection of the Agency's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612.

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

Ayes: Members Cortez, Jankowski, Fryer, Kaiser, Loy

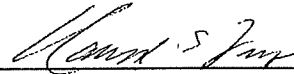
Nays: Members

Resolution declared adopted.



Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Livingston Educational Service Agency, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on November 9, 2022, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (1976 PA 267, as amended).



Secretary, Board of Education

9D



**AGREEMENT FOR COLLECTION OF  
SUMMER SCHOOL PROPERTY TAXES**

NOV 22 2022

HOWELL TOWNSHIP

AGREEMENT made this 18th day of October 2022 by and between Fowlerville Community Schools, with offices located at 7677 Sharpe Road, Suite A, Fowlerville, MI 48836 (hereinafter "School District") and, Howell Township, with offices located at 3525 Byron Road, Howell, Howell Township, 48855 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer Levy of School District property taxes for the year 2023.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes as certified by the School District for levy on July 1, 2023 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Educational Service Agency and that the \$3.00 per parcel fee will cover the collection for the Livingston Educational Service Agency, also.

3. No later than June 16, 2023 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2023.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
  - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1<sup>st</sup> and 15<sup>th</sup> of each month.

Signature Authorized by Board of Education  
Resolution of October 18, 2022.

**SCHOOL DISTRICT**

Michael Brown

President

Sam Chason

Secretary

Signature Authorized by Board of Trustees  
Resolution of \_\_\_\_\_  
(MM/DD/YYYY)

**TOWNSHIP**

\_\_\_\_\_  
(Name/Title)

\_\_\_\_\_  
(Name/Title)

# Fowlerville Community Schools

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7677 W. Sharpe Road, Suite A • Fowlerville, MI 48836  
(517) 223-6015 • FAX (517) 223-6022  
Wayne Roedel, Superintendent

Date: October 19, 2022

To: Township Official

From: Fowlerville Community Schools

Re: 2023 Summer Taxes

Enclosed is the Agreement for Collection of Summer Taxes. The Fowlerville Board of Education requests that the Township collect the district's summer school property taxes. If the Township agrees to do so, please sign and return the enclosed, original agreement and return it to the address below. If the Township will not agree to collect the district's summer tax levy, please notify me so other arrangements can be made.

Thanks for your continued help,



Wayne Roedel, Superintendent  
Fowlerville Community Schools

Mailing Address:

Fowlerville Community Schools  
Superintendent  
7677 W. Sharpe Road, Suite A  
Fowlerville, MI 48836

Enclosures: Cover Letter  
Summer Tax Agreement, Original  
Resolution

RECEIVED

10/21/22

**Annual Summer Tax Resolution**

Fowlerville Community Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Fowlerville High School, Media center, within the boundaries of the District, on the 18 day of October, 2022, at 7o'clock in the p.m. (the "Meeting").

The Meeting was called to order by Mr. Mike Brown President.

Present: Members **Belcher, Brown, DeVries, Hinton & Sova**  
Absent: Members **ChaRRon & Frederick**

The following preamble and resolution were offered by Member Belcher and supported by Member Sova:

**WHEREAS**, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

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

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2023 its previously-adopted ongoing resolution imposing a summer tax levy of 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

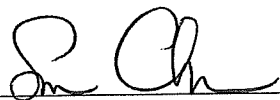
2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2023 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies on or before December 31, 2022.

3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

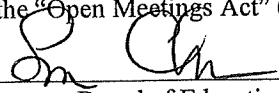
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

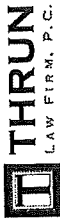
Ayes: Members **Belcher, Brown, DeVries, Hinton & Sova**  
Nays: Members **None**

Resolution declared adopted.

  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Fowlerville Community Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

  
Secretary, Board of Education



9E

# 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 12, 2022  
Re: Michigan Association of Municipal Clerks Training

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I respectfully ask the Board to approve the cost for Angie Guillen, Deputy Clerk to attend Session/Year 3 of the MAMC Institute where she will earn her Certified Municipal Clerk Designation. See course work and lodging details below:

### Michigan Association of Municipal Clerks Institute (MAMC) 3/12/23-3/17/23

- Course is a three-year program that upon completion of year three the participant will earn the Certified Municipal Clerk Designation (CMC)
- Class will be year 3 of 3 required to obtain the CMC Designation
- Each year consists of 40 hours of classroom instruction

\$650.00 for registration

### Registration fee covers

- Instructional costs
- Course materials
- Some meals

### Course of Instruction

- |   |                              |
|---|------------------------------|
| -Challenges and Solutions for Michigan Clerks | -Budgeting Basics            |
| -Understanding the Legislative Process        | -Training Across Generations |
| -Effective Communications                     | -Eureka to Action            |
| -Lessons Learned in the Mid-Term Elections    |                              |
| -Professionalism in the Clerk's Office        |                              |
| -Managing Generational Differences            |                              |

### Lodging

Comfort Inn and Suites Hotel and Conference Center Mt. Pleasant, Michigan

- Rates are \$96 a night plus fees for 5 nights (State tax exemption)
- Meals \$50 for Tuesday and Wednesday where meals are not provided

*Course and lodging detail information taken directly from the MAMC Institute brochure and web site. ([www.michiganclerks.org](http://www.michiganclerks.org))*

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# MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS INSTITUTE

March 12-17, 2023 and March 19-24, 2023

COMFORT INN & SUITES HOTEL AND CONFERENCE CENTER | MT. PLEASANT, MICHIGAN

## THREE YEAR CURRICULUM

The Institute consists of three one-week, non-sequential sessions (one week each year) focusing on training that fulfills the IIMC and CMMC certification requirements. It includes a well-balanced combination of subjects that address Public Administration, Organizational Topics, Social Issues, Interpersonal Skills, and Elections.

Participation is mandatory for all sessions and attendance is monitored. The sessions are non-sequential, and one may begin the three-year cycle at any time.

When you register for the Institute, indicate which session and if you are attending the Institute for the first, second or third time.

## 2023 CURRICULUM

March 12 - 17, 2023 or March 19 - 24, 2023

- Challenges and Solutions For Michigan Clerks
- Understanding the Legislative Process
- Effective Communications
- Lessons Learned in the Mid-Term Elections
- Professionalism in the Clerk's Office
- Managing Generational Differences
- Budgeting Basics
- Training Across Generations
- Eureka to Action

## 2024 CURRICULUM

March 17-22, 2024 or March 19-24, 2024

- If I Knew Then What I Know Now...
- Societal Trends
- Emotional Intelligence
- Ethics Policies
- Train the Trainer
- Records Management
- Managing Problem Employees
- Security in the Clerks Office
- Legal Update
- Thriving Through Change
- Creating a Personal Strategic Plan

## 2025 CURRICULUM

March 16 - 21 and March 23 - 28, 2025

- Managing the Public's Expectations
- Financing Local Government Services
- Meeting Techniques and Parliamentary Procedures
- Understanding Yourself and Others
- Lessons learned from the Presidential Election
- Embezzlement and Fraud
- Real Leadership in Public Service
- HR Do's and Don'ts
- Freedom of Information Act

Greetings to You and Your Staff!

The heart of MAMC's mission is to promote and encourage professional development through communication, education, and training. The Institute and Master Academy provide ideal opportunities for learning, regeneration, and connecting with peers from around the state. MAMC members enjoy a full range of educational and professional development opportunities.

Attendees will have the option of attending the Institute either March 12-17 or March 19-24, 2023, at the Comfort Inn & Suites Hotel and Conference Center in Mt. Pleasant. The same curriculum will be offered at both sessions, and you must sign up for either the first week or the second week. Requests to switch back and forth cannot be accommodated.

This Institute will be our fourteenth year with Central Michigan University (CMU) as our university sponsor. CMU will oversee the instruction to be sure that it meets the International Institute of Municipal Clerks (IIMC) and MAMC certification requirements. Specific information about the IIMC and MAMC certification requirements is available at [www.iimc.com](http://www.iimc.com) and [www.michiganclerks.org](http://www.michiganclerks.org).

Lewis Bender, Ph.D., will return as the facilitator, instructor, and also instructor of record for participants that wish to earn college credit. Mary Bender will provide program coordination for the Institute and Master Academy.

General information, including the schedule for the Institute and Master Academy, is available on the MAMC website and will be updated if there are any changes.

Please review the schedule carefully and note that you must attend all sessions to receive credit for your CMC or MMC certifications through the IIMC and MAMC.

We are certain that your experiences in Mt. Pleasant will leave you energized and revitalized in your pursuit of professional excellence. Please help spread the word about the MAMC Institute and plan to attend in 2023!

Melanie D. Ryska  
MAMC Director, Education Chair

Rachelle D. Enbody  
MAMC Director, Education Co-chair



REGISTRATION FEE

**MAMC Member – \$650\***

Payment postmarked on or before February 19, 2023 for week one or February 26, 2023 for week two.

**Non-member – \$700\***

\* Payment postmarked after February 19, 2023 for week one or February 26, 2023 for week two, add \$50. (\$700 MAMC member/\$750 non-member.)

Institute registration fee includes instructional costs, course materials, and some meals. The food is great at the Conference Center. Below is a list of the meals that will be covered by the registration fee.

- Breakfast on Monday - Friday
- Lunch on Monday, Tuesday, Thursday and Friday
- Dinner on Sunday and Thursday
- Breaks with beverages and snacks each morning and afternoon

REGISTRATION

Registration is open to all City, Township, Village, and County clerks and deputy clerks in Michigan. If you are not a clerk or a deputy clerk, you must include a letter of endorsement from the organization's Clerk.

MAMC membership dues for 2023 must be paid at the time you register. Dues forms are available on the MAMC website. <https://www.michiganclerks.org/about/membership>

The Institute registration forms are posted on the website. They are in a pdf format that will allow you to type the information into the form and print it. Please remember to keep a copy for your records. MAMC now accepts credit card payments and online registration.

**CANCELLATION POLICY**

The cancellation fee is \$100.00 (per SR 17), and request must be submitted 14 days prior to the event. Cancellation requests must be made in writing and emailed to [info@michiganclerks.org](mailto:info@michiganclerks.org) or faxed to MAMC at 517-371-1170. Cancellation requests received after 14 days before the conference date or no shows will be charged the full registration fee and are not entitled to any refund.

**MAMC INSTITUTE REGISTRATION DEADLINE | February 19, 2023 (Week One) February 26, 2023 (Week Two)**

**CERTIFICATE OF COMPLETION**

The IIMC and MAMC requires a total of 120 hours of instruction in the three-year Institute program. Please do not register for the Institute if you cannot commit to the entire week which includes 40 hours of instruction. Those who complete three years of the Institute will receive a plaque stating they have completed the full MAMC Institute program.

**COLLEGE CREDIT**



Central Michigan University will offer up to three hours of academic credit in an independent study format at either the undergraduate or graduate level for completion of each year of the Institute. Lewis Bender, Ph.D., will be the instructor of record for this course and additional information will be available at the beginning of the Institute.

**EDUCATION COMMITTEE**

The education committee plans, organizes, and conducts all educational classes at the Annual Conference, Clerking 101, Master Academy classes, the Annual Education Day and other educational opportunities for MAMC members. If you would like to join the Education committee, please contact Melanie Ryska.

**EDUCATION COMMITTEE CHAIRPERSONS**

MELANIE D. RYSKA	RACHELLE D. ENBODY
MAMC Director, Education Committee Chair	MAMC Director, Education Co-chair

**FACILITATOR | LEWIS G. BENDER, Ph.D.**

Lew is professor emeritus, Southern Illinois University at Edwardsville. As the facilitator, his job is to keep things moving and tie all the sessions together at the Institute. In addition to facilitation, he will serve as an instructor for several sessions and the instructor of record for those wishing to receive college credit for attending the Institute. Throughout his career, Lew has been deeply involved in community-based applied research, organizational goal setting, and planning and approached to organizational development. His educational background includes BS Grand Valley State University, Master's degree from Wayne State University, and Ph.D. in political science, University of Georgia. A specialist in training and organizational development for business and government, Lew is well known for his candid approach and casual style. For more information about Lew Bender, check out his website at [www.lewbender.com](http://www.lewbender.com).

**PROGRAM COORDINATOR | MARY BENDER, Ph. 231-797-5536 Email: [mbender102@aol.com](mailto:mbender102@aol.com)**

**ACCOMMODATIONS**

The registration fee does not include lodging. There is a block of rooms reserved for MAMC Institute at the Comfort Inn & Suites Hotel and Conference Center until February 19, 2023 for the first week and February 26, 2023 for the second week. Single occupancy rooms are available at reduced rates starting at \$96 plus applicable taxes and assessments. The cancellation deadline is 48 hours before the arrival date to avoid charging for one night's lodging plus taxes. To make on-line reservations follow the links below.

**RESERVATION LINK**  
March 12-17, 2023

**RESERVATION LINK**  
March 19-24, 2023

**Comfort Inn & Suites Hotel and Conference Center**

2424 South Mission | Mt Pleasant, MI 48858 | 989-772-4000

Additional information on the Comfort Inn & Suites Hotel and Conference Center is available at [www.mtnccomfortinn.com](http://www.mtnccomfortinn.com)





# MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS INSTITUTE

March 12-17, 2023 and March 19-24, 2023

COMFORT INN & SUITES HOTEL AND CONFERENCE CENTER | MT. PLEASANT, MICHIGAN

<b>SUNDAY</b> March 12 or March 19	<b>MONDAY</b> March 13 or March 20	<b>TUESDAY</b> March 14 or March 21	<b>WEDNESDAY</b> March 15 or March 22	<b>THURSDAY</b> March 16 or March 23	<b>FRIDAY</b> March 17 or March 24
<p><b>3:00 - 5:00 PM</b> <b>REGISTRATION</b></p> <p>Comfort Inn &amp; Suites Conference Center PreCon Area</p> <p><b>5:00 - 8:00 PM</b> <b>ORIENTATION</b></p> <p><b>Opening Session</b> <b>CHALLENGES AND SOLUTIONS FOR MICHIGAN CLERKS</b></p> <p>This opening session will call on attendees to share challenges with fellow Clerks.</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p><b>DINNER INCLUDED</b></p>	<p><b>8:00 - 10:00 AM</b> <b>CHALLENGES AND SOLUTIONS FOR MICHIGAN CLERKS</b></p> <p>Plenary Discussion</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p>MAMC Board of Directors</p> <p><b>10:15 AM - NOON</b> <b>UNDERSTANDING THE LEGISLATIVE PROCESS</b></p> <p>Mary Clark, Delta Township</p> <p>Adam Wit, Harrison Township</p> <p>Chris Swope, City of Lansing</p> <p><b>LUNCH</b></p> <p><b>1:00 - 4:30 PM</b> <b>LESSONS LEARNED FROM MID-TERM ELECTIONS</b></p> <p>Kristi Dougan Michigan Bureau of Elections</p> <p><b>VILLAGES CLERK TO CLERK SESSION</b></p> <p>Facilitated Discussion</p> <p><b>4:30 - 5:00 PM</b> <b>HEARTY SNACK</b></p> <p><b>5:00 - 9:00 PM</b> <b>EFFECTIVE COMMUNICATIONS</b></p> <p>Lewis Bender, Ph.D., Institute Director</p>	<p><b>8:00 AM - NOON</b> <b>PROFESSIONALISM IN THE CLERKS OFFICE</b></p> <p>This interactive session will teach you how success in the Clerk's office relies on dealing with various people in different situations.</p> <p>Speakers TBD</p> <p><b>LUNCH</b></p> <p><b>1:00 - 5:00 PM</b> <b>INFORMATION COMING</b></p> <p>TBD</p> <p><b>FREE EVENING ON YOUR OWN FOR DINNER</b></p> <p>Lots of good places to eat and get together with other clerks.</p>	<p><b>8:00 AM - NOON</b> <b>MANAGING GENERATIONAL DIFFERENCES</b></p> <p>Examine and analyze the differences, similarities, and issues involving people of different ages that come together in the workplace.</p> <p>Learn new ways to view and work with the other generation</p> <p>Lewis Bender, Ph.D., Institute Director</p> <div data-bbox="824 1066 1042 1291" data-label="Image"> </div> <p><b>FREE AFTERNOON</b></p> <p>This free afternoon makes up for a very long day on Monday.</p> <p>Participants are strongly encouraged to take advantage of this time for networking and relaxing in preparation for the rest of the week.</p> <p>You will be on your own for lunch and dinner.</p>	<p><b>8:00 AM - NOON</b> <b>BUDGETING BASICS</b></p> <p>Learn the basic elements of budgeting and how budgets impact all aspects of an organization.</p> <p>Karen Lancaster, The Woodhill Group</p> <p>Jeff Anderson, Michigan CLASS</p> <p><b>LUNCH</b></p> <p><b>1:00 - 5:00 PM</b> <b>JUST THROW STRIKES</b></p> <p>This session considers the pressures we face, what it means to be a clerk, and how we manage ourselves and our responsibilities.</p> <p>Steve Ludwig, Ludwig Speaks</p> <p><b>AWARDS BANQUET</b></p> <p><b>5:00 - 6:00 PM</b> <b>SOCIAL HOUR</b></p> <p><b>6:00 - 8:00 PM</b> <b>DINNER AND AWARDS PROGRAM</b></p> <p>Plaques and certificates will be presented to those people that have completed the three-year program.</p>	<p><b>8:00 - 11:00 AM</b> <b>TRAINING ACROSS GENERATIONS</b></p> <p>Methods for addressing different learning styles and approaches for training across generations.</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p><b>11:00 AM - 2:00 PM</b> <b>EUREKA TO ACTION</b></p> <p>Identification of the issues, goals, and knowledge gained.</p> <p>In this session, you will create an action plan for addressing issues and accomplishing goals.</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p><b>CERTIFICATES</b></p> <p>Are awarded to participants that have completed all First Year, Second Year, and Third Year sessions and will be distributed at the closing session on Friday.</p>





### Comfort Inn & Suites and Conference Center

2424 S. Mission Street  
Mount Pleasant, MI, 48858, US  
**(989) 772-4000**

[Change Dates](#)

Check-In  
**Mar 12**  
Sun, 4:00 PM

5 NIGHTS

Check-Out  
**Mar 17**  
Fri, 12:00 PM

### Room Details

[Add Another Room](#)

**2 Queen Beds**

No Smoking

1 Adult

[Remove](#)

**\$96.00 USD**

Avg. Per Night

### Summary of Charges

Room 1: \$96.00 x 5 Nights: \$480.00

Estimated Taxes & Fees \$52.80

**Grand Total:** **\$532.80 USD**

**Free Cancellation** until March 10, 2023 at 12 AM local hotel time.

**Rate:** MAMC Basic Week 1 3.12.23

### Hotel Alerts:

500 USD -750 USD deposit for all guests with a Mt. Pleasant address. 250 USD-500 USD deposit for all cash paying guests.

Pets allowed. \$25.00 USD per night, per pet. A maximum of 2 pets per room.

9F

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	% BDGT USED	NEW AMENDMENT
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Dept 215 - CLERK					
101-215-703.00	CLERK SALARY	33,800.00	13,423.70	39.72	
101-215-703.01	CLERK DEPUTY WAGES	27,825.00	6,139.25	22.06	
101-215-703.04	CLERK ACCOUNTING WAGES	45,675.00	18,235.13	39.92	
<b>101-215-720.00</b>	<b>CLERK EDUCATION EXPENSE</b>	<b>1,000.00</b>	<b>900.00</b>	<b>90.00</b>	<b>2,200.00</b>
101-215-860.00	CLERK MILEAGE & EXPENSES	1,000.00	712.36	71.24	
101-215-865.00	CLERK CONFERENCE EXPENSE	300.00	0.00	0.00	
101-215-957.00	CLERK DUES & SUBSCRIPTION EXPENSE	500.00	187.00	37.40	
Total Dept 215 - CLERK		110,100.00	39,597.44	35.96	

Dept 262 - ELECTIONS					
101-262-703.00	ELECTION WORKERS WAGES	20,000.00	17,858.25	89.29	
101-262-707.00	ELECTION CLERK WAGES	27,825.00	11,588.11	41.65	
101-262-720.00	ELECTION EDUCATION EXPENSE	200.00	25.00	12.50	
101-262-726.00	ELECTION POSTAGE EXPENSE	5,000.00	277.13	5.54	
101-262-727.00	ELECTION SUPPLIES EXPENSE	4,000.00	3,983.45	99.59	
101-262-860.00	ELECTION MILEAGE & EXPENSES	2,500.00	1,076.47	43.06	
101-262-900.00	ELECTION PRINTING & PUBL EXPENSE	600.00	258.75	43.13	
<b>101-262-930.00</b>	<b>ELECTION EQUIP REPAIR EXPENSE</b>	<b>15,000.00</b>	<b>3,059.91</b>	<b>20.40</b>	<b>13,800.00</b>
Total Dept 262 - ELECTIONS		75,125.00	38,127.07	50.75	

**BUDGET AMENDMENT - If requested education is approved.**  
 Increase 101-215-720.00 CLERK EDUCATION EXPENSE from \$1,000 to \$2,200 to account for additional education.  
 Decrease 101-262-930.00 ELECTION EQUIP REPAIR EXPENSE from \$15,000 to \$13,800 to account for additional education.

10C

## **CLERK'S REPORT – J. Graham**

1. The Clerks department has been in contact and has received confirmation from everyone for spring clean-up 2023.
2. We would like to thank the Howell Township staff for assisting us in a successful November State General Election in which there was a record number voter turnout in the state's history. The State certified the election on November 28, 2022. Attached is confirmation from Jocelyn Benson on certification and recognition for the Township Clerk.
3. Bids for Pioneer Cemetery improvements have been sent out and we are in anticipation of bids with a closing date of Tuesday, January 3<sup>rd</sup> 2023. More to come as soon as updates arrive.
4. The Clerk and her Deputy attended the Michigan Association of Municipal Clerks conference in Mt. Pleasant November 29<sup>th</sup> through December 1, 2022. Thank you to the board for letting us attend.

**RESOLUTION**

NO: 2022-011A

LIVINGSTON COUNTY  
AERONAUTICAL FACILITIES BOARD

DATE: June 21, 2022

---

**RESOLUTION TO AUTHORIZE THE USE OF AIRPORT PROPERTY FOR HOWELL TOWNSHIP 2023 SPRING CLEANUP EVENT**

**WHEREAS,** Howell Township desires to conduct a Spring Cleanup Day in order for township residents to dispose of large trash items; and

**WHEREAS,** Howell Township had requested the use of the construction yard area on the south side of County Airport Drive in order to conduct this event, to be held May 20, 2023; and

**WHEREAS,** Howell Township will provide insurance to cover the event; and

**WHEREAS,** Howell Township will remove any debris from the site that accumulates as a result of this event.

**THEREFORE BE IT RESOLVED** the Livingston County Aeronautical Facilities Board

authorizes the use of a portion of the airport parking lot and the construction yard area on the south side of County Airport Drive for the Howell Township Spring **Clean Up Day to be held May 20, 2023.**

**BE IT FURTHER RESOLVED** the township shall provide a certificate of insurance naming

the Livingston County Airport, the Livingston County Aeronautical Facilities Board and the County of Livingston as additional insured with respect to this event.

Moved: Clore

Supported: Staley

Carried: 4 – 0 (2 absent)



**FOR IMMEDIATE RELEASE**

Nov. 9, 2022

Contact: Angela Benander  
(517) 242-9192

**Record-setting election now enters canvass and certification process**

Following record-setting voting in the Nov. 8 general election, [which broke the turnout record for a midterm election](#), Secretary of State Jocelyn Benson today announced that nearly all unofficial results had been reported by midday, thanks to the efficient work of Michigan election clerks and workers.

"Thousands of Republican, Democratic and independent election clerks and workers securely counted ballots through the day and night to provide Michigan voters their unofficial election results as quickly as possible," said Benson. "In the days ahead, clerks will now tirelessly dedicate themselves to canvassing their elections to confirm their accuracy before certification, demonstrating again their commitment to the integrity of Michigan elections and our democracy."

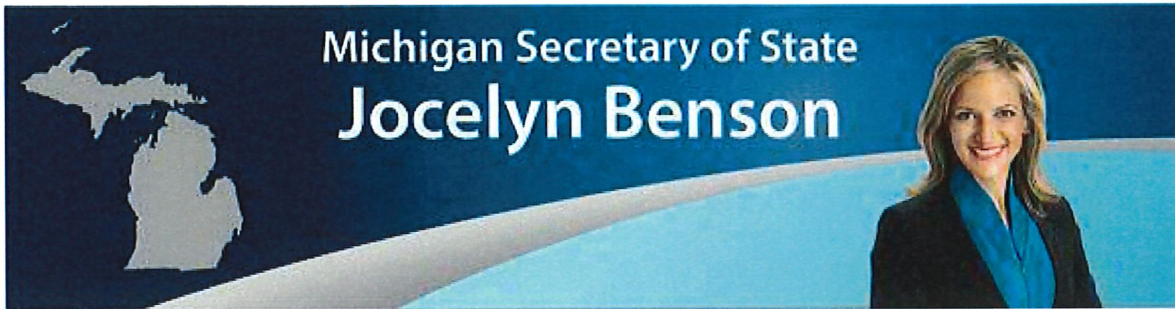
By Thursday, state law requires the bipartisan board of canvassers in each of Michigan's 83 counties to begin canvassing the unofficial results from their jurisdictions. County clerks and their staffs assist them in this process, working hand in hand with city and township clerks.

The law requires county canvassers to complete their work and certify the results by Nov. 22, and then the bipartisan Board of State Canvassers must do the same by Nov. 28. If elections require or candidates request recounts, those occur after the canvasses are complete and the election is certified.

Benson noted that under Michigan law the role of canvassers is ministerial and canvassers at the county and state level are required to certify. She also said her office is releasing [a video that explains the process](#).

"Election canvasses are one of the many checks within Michigan elections that bolster integrity and ensure accuracy, and they are capped by bipartisan certification," said Benson. "I am committed to seeing this process through to certification, and to following it with thorough post-election audits to provide even more transparency, identify best practices for future elections, and affirm voters' well-placed faith in our democracy."

###



November 18, 2022

Dear Clerk JEAN GRAHAM,

Congratulations on your success carrying out the highest turnout midterm election in Michigan history. Your service to voters, diligent preparation, and professional management of your voting and counting facilities demonstrated your commitment to American democracy and enabled the citizens in your community to make their voice heard and hold their elected leaders accountable.

You served honorably and with integrity at a time when many election officials were subjected to harassment and threats born of misinformation and lies about Michigan elections. And you pushed through long hours in the days leading up to and including Election Day, prioritizing the accuracy and sanctity of your election.

By doing all of this, you helped make this one of the most safe, secure and well-run elections ever, thereby bolstering the public's faith in it and in American democracy. The fact that high-profile candidates – including those who questioned or denied the outcomes of previous elections – conceded graciously and quickly shows that your work was beyond reproach.

So again, congratulations on an important job well done. Our democracy is stronger thanks to you.

Sincerely,

A handwritten signature in blue ink that reads "Jocelyn".



**HOWELL TOWNSHIP  
PUBLIC NOTICE  
2023 MEETING SCHEDULES**

**BOARD MEETINGS**

The Howell Township Board will meet on the **2<sup>nd</sup> Monday** of each month, at **6:30 p.m.** at the Howell Township Hall 3525 Byron Road, Howell, Michigan 48855 (517)546-2817.

January 9	April 10	July 10	**October 2
February 13	May 08	August 14	November 13
*March 20	June 12	September 11	December 11

\*DUE TO MANDATORY MARCH DATES FOR BOARD OF REVIEW THE BOARD MEETING WAS MOVED.

\*\*DUE TO A GOVERNMENT HOLIDAY THE BOARD MEETING WAS MOVED.

**PLANNING COMMISSION MEETINGS**

The Howell Township Planning Commission will meet on the **4<sup>th</sup> Tuesday** of each month, at **6:30 p.m.** at the Howell Township Hall 3525 Byron Road, Howell, Michigan 48855 (517)546-2817.

\*DUE TO NEEDS OF THE BUISNESS THESE MEETINGS ARE THE 3<sup>RD</sup> TUESDAY OF THE MONTH

<b>Meeting Dates</b>	<b>Application Due Date</b>
January 24	December 27, 2022
February 28	January 31
March 28	February 28
April 25	March 28
May 23	April 25
June 27	May 30
July 25	June 27
August 23	July 25
September 26	August 29
October 24	September 26
*November 21	October 17
*December 19	November 21

**ZONING BOARD OF APPEALS (ZBA) MEETINGS**

The Howell Township ZBA will meet on the **3<sup>rd</sup> Tuesday** of the month **as needed** at **6:30 p.m.** at the Howell Township Hall, 3525 Byron Road, Howell, Michigan 48855 (517)546-2817.

\*DUE TO NEEDS OF THE BUISNESS THESE MEETINGS ARE THE 2<sup>RD</sup> TUESDAY OF THE MONTH

<b>Meeting Dates</b>	<b>Application Due Date</b>
January 17	December 20, 2021
February 21	January 24
March 21	February 21
April 18	March 21
May 16	April 18
June 20	May 23
July 18	June 20
August 15	July 18
September 19	August 22
October 17	September 19
*November 14	October 10
*December 12	November 14

10D

**ADD REU**

Permit #	Contractor	Job Address	Fee Total
PREU22-002	CHESTNUT DEVELOPMENT L	3297 OAK GROVE RD	\$3,660.97
<b>Work Description:</b>			
PREU22-003	CHESTNUT DEVELOPMENT L	3301 OAK GROVE RD	\$3,660.97
<b>Work Description:</b>			
PREU22-004	CHESTNUT DEVELOPMENT L	50 OLDE FRANKLIN	\$3,660.97
<b>Work Description:</b>			

**Total Permits For Type: 3**  
**Total Fees For Type: \$10,982.9**

**ADDRESS ASSIGNMENT**

Permit #	Contractor	Job Address	Fee Total
PA22-013	CHESTNUT DEVELOPMENT L	3297 OAK GROVE RD	\$25.00
<b>Work Description:</b> ON THE WEST SIDE OF OAK GROVE ROAD, SOUTH OF BARRON ROAD, ON THE CORNER OF OLDE FRANKLIN DRIVE.			
PA22-014	CHESTNUT DEVELOPMENT L	3301 OAK GROVE RD	\$25.00
<b>Work Description:</b> ON THE WEST SIDE OF OAK GROVE ROAD, SOUTH OF BARRON ROAD AND NORTH OF ODLE FRANKLIN DRIVE.			
PA22-015	CHESTNUT DEVELOPMENT L	50 OLDE FRANKLIN	\$25.00
<b>Work Description:</b> ON THE NORTH SIDE OF OLDE FRANKLIN DRIVE WEST OF OAK GROVE ROAD.			

**Total Permits For Type: 3**  
**Total Fees For Type: \$75.00**

**Commercial Land Use**

Permit #	Contractor	Job Address	Fee Total
P22-153	ENGLISH GARDENS ASSOCIAT	ENGLISH GARDENS	\$50.00
<b>Work Description:</b> TEAR OFF AND RE ROOF BUILDING 3, 700, 702, 708, 710, 712, 714, 720, 722, 724, 726, 728, 730, OLDE ENGLISH CIR.			
P22-155	DSC PROPERTIES LLC	1000 AUSTIN CT	\$250.00

Work Description: SITE GRADING & BALANCING, UNDER GROUND UTILITIES.

**Total Permits For Type: 2**  
**Total Fees For Type: \$300.00**

## MHOG

Permit #	Contractor	Job Address	Fee Total
PMHOG22-025	WESTVIEW CAPITAL LLC	3059 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			
PMHOG22-026	WESTVIEW CAPITAL LLC	3075 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			
PMHOG22-027	CHESTNUT DEVELOPMENT L	3297 OAK GROVE RD	\$0.00
<b>Work Description:</b>			
PMHOG22-028	CHESTNUT DEVELOPMENT L	3301 OAK GROVE RD	\$0.00
<b>Work Description:</b>			
PMHOG22-029	CHESTNUT DEVELOPMENT L	50 OLDE FRANKLIN	\$0.00
<b>Work Description:</b>			

**Total Permits For Type: 5**  
**Total Fees For Type: \$0.00**

## Residential Land Use

Permit #	Contractor	Job Address	Fee Total
P22-148	CLARK GEORGE E & NANCY E	3900 BYRON	\$10.00
<b>Work Description:</b> RE ROOF HOUSE ATTACHED GARAGE AND PUMP HOUSE.			
P22-149	HAMM ANDREW	14 SANTA ROSA	\$75.00
<b>Work Description:</b> 40 X 56 X 16 POLE BARN			
P22-150	KUPKE PAUL AND NATALIE	2679 THISTLEWOOD DR	\$10.00
<b>Work Description:</b> TEAR OFF & RE ROOF			
P22-151	NIEMI BARBARA	2650 THISTLEWOOD DR	\$10.00
<b>Work Description:</b> TEAR OFF AND RE ROOF			
P22-152	LITTLE MARIE R	2744 W MARR	\$50.00
<b>Work Description:</b> GROUND MOUNT SOLAR SYSTEM			

P22-156	WESTVIEW CAPITAL LLC	3059 IVY WOOD CIR	\$105.00
<b>Work Description:</b> 1,830 SQ FT 2 STORY DWELLING ON A FULL UNFINISHED BASEMENT, A 2 CAR ATTACHED GARAGE, & A 10 X 10 CONCRETE PATIO.			
P22-157	WESTVIEW CAPITAL LLC	3075 IVY WOOD CIR	\$105.00
<b>Work Description:</b> 1,822 SQ FT 2 STORY DWELLING ON A FULL UNFINISHED BASEMENT, A 2 CAR ATTACHED GARAGE, & A 10 X 10 CONCRETE PATIO.			
P22-159	HIRST STEPHEN AND HUNSO	2091 LAYTON	\$10.00
<b>Work Description:</b> TEAR OFF AND RE ROOF HOUSE.			
P22-160	KLEY MICHAEL & SUSAN	2802 EASON	\$10.00
<b>Work Description:</b> CRAWLSPACE ENCAPSULATION			
P22-161	CHESTNUT DEVELOPMENT L	3297 OAK GROVE RD	\$75.00
<b>Work Description:</b> 1,630 SQ FT SINGLE STORY DWELLING ON A FULL BASEMENT,& A 2 CAR ATTACHED GARAGE.			
P22-162	CHESTNUT DEVELOPMENT L	3301 OAK GROVE RD	\$75.00
<b>Work Description:</b> 1,538 SQ FT SINGLE STORY DWELLING ON A FULL UNFINISHED BASEMENT, WITH A 2 CAR ATTACHED GARAGE.			
P22-163	CHESTNUT DEVELOPMENT L	50 OLDE FRANKLIN	\$75.00
<b>Work Description:</b> 1,538 SQ FT SINGLE STORY DWELLING ON A FULL UNFINISHED BASEMENT WITH A 2 CAR ATTACHED GARAGE.			
P22-164	WHITAKER TRENTON AND K	3072 HILL HOLLOW LN	\$10.00
<b>Work Description:</b> FINISHING BASEMENT.			

**Total Permits For Type: 13**  
**Total Fees For Type: \$620.00**

## Sign

Permit #	Contractor	Job Address	Fee Total
P22-154	TANGER PROPERTIES LLC	1475 N BURKHART G-250	\$175.00
<b>Work Description:</b> 20 SQ FT WALL SIGN			
P22-158	TANGER PROPERTIES LLC	1475 N BURKHART G-330	\$75.00
<b>Work Description:</b> TEMPORARY WALL MOUNT SIGN			

**Total Permits For Type: 2**  
**Total Fees For Type: \$250.00**

## Water Connection

Permit #	Contractor	Job Address	Fee Total
PWS22-008	CHESTNUT DEVELOPMENT L	3297 OAK GROVE RD	\$5,000.00
<b>Work Description:</b>			
PWS22-009	CHESTNUT DEVELOPMENT L	3301 OAK GROVE RD	\$5,000.00
<b>Work Description:</b>			
PWS22-010	CHESTNUT DEVELOPMENT L	50 OLDE FRANKLIN	\$5,000.00
<b>Work Description:</b>			

**Total Permits For Type: 3**  
**Total Fees For Type: \$15,000.0**

## Report Summary

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

**Grand Total Fees: \$27,227.9**  
**Grand Total Permits: 31**

**10E**

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

### **MTT UPDATE:**

**Chestnut Woods v Howell Township:** Filed answer to appeal on June 22<sup>nd</sup>. The Michigan Tax Tribunal Prehearing General Call set for May 1, 2023 with valuation disclosure due by February 1, 2023. A new attorney was assigned to the case from the same law firm.

**Antolin Interiors USA, Inc. v Howell Township:** Filed answer to appeal on July 18<sup>th</sup>. The Michigan Tax Tribunal Prehearing General Call set for July 17, 2023 with valuation disclosure due by April 19, 2023.

### **SMALL CLAIMS TRIBUNAL:**

**Violet Storey v Howell Township:** The Proposed Opinion and Judgement became final on November 23rd. The poverty exemption was denied in this case. No cost to the Township.

### **ASSESSING OFFICE:**

**ASSESSOR:** Field work is completed for the 2023 roll. The inflation rate multiplier for 2023 is 7.9%. Proposal A from 1994 allows for a maximum of 5% increase to taxable value. So the increase to taxable value will be 5% for all real property. There is a change for Small Business Taxpayer Personal Property Exemptions for 2023. Previously any eligible personal property with a true cash value of under \$80,000 was exempt. The exemption amount has been increased to \$180,000. Taxpayers with a True Cash Value of more than \$80,000 but less than \$180,000 can receive the exemption provided they file form 5076 along with Form 632 Personal Property Statement annually. I do not feel that the additional Taxpayers qualifying for the exemption will be a burden on the Township.

**OTHER:** Attended monthly Waste Water Treatment Plant meeting. Completed audit documentation requests. The audit will be available in December.



101

## Howell Township Inspector

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**From:** Carrie Newstead <carrie.newstead@boaa.com>  
**Sent:** Wednesday, November 16, 2022 12:07 PM  
**To:** Howell Township Supervisor  
**Cc:** Howell Township Inspector  
**Subject:** ZBA

Good Morning Mike and Joe,

I am emailing you to let you know that I will be stepping down from the ZBA. I really enjoyed my time on ZBA and working with Joe. He does a GREAT job! I can finish out this year but effective Jan 1, 2023 I will no longer be available. Thank you for the opportunity to serve the township for the past 3.5 years.

Sincerely,

**Carrie Newstead | Branch Manager**  
Bank of Ann Arbor, 101 East Grand River, Howell, MI 48843  
Direct Dial: 517.540.6605 Cell: 517.896.6234  
Fax: 517.546.3138  
NMLS# 873127

[Bank of Ann Arbor](#) | [Twitter](#) | [Facebook](#) | [LinkedIn](#)

Please use our Secure Portal to send confidential information. - [Click Here.](#)



*My email address has changed to [carrie.newstead@boaa.com](mailto:carrie.newstead@boaa.com). Please update my contact information.*

**10J**

## Howell Township Treasurer

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**From:** Anderson, Tracy C. <tracy.anderson@spicergroup.com>  
**Sent:** Wednesday, April 27, 2022 4:57 PM  
**To:** Howell Township Treasurer; Howell Township Inspector  
**Subject:** RE: Howell Twp Sanitary GIS

Hi Jonathan,

To help streamline the process of what can be/is connected to sewer district 8, I propose we create an REU map. This will be a visual representation of how many REUs each parcel bought and is allotted. The limiting factor for each line in District 8 is the nearest downstream pump station. With this map, we could highlight the parcels that flow to a pump station and get the REUs that are/need to be accounted for in the system (opted out parcels are counted in this figure). This number would be the Contracted REUs. We would calculate the pump station capacity based on the wet well, pumps, and forcemain. That number converted to REUs is the Capacity REUs. Then we do the math,

$$\text{Capacity REUs} - \text{Contracted REUs} = \text{Available REUs}$$

This map would also help us run more complicated scenarios like if the pumps would have to be increased. The map would be another layer on the GIS map, so the Township would have access to this map too. It could help with billing and such to easily see which parcels are connected and which ones opted out. Also, knowing how much flow is supposed to go into the system is a good start to monitor infiltration and illegal connections.

To make the map, we would need from you:

- Administrative password to the GIS map (we can assist obtaining this from Giffles Webster)
- An excel or .csv file of the REUs for the district.

The basic scope of the project is as follows:

- Tie in REU data to the parcels layer
- Publish this new layer to the Township's ArcGIS Online account and add into the sanitary sewer web map.
- Symbolize and configure layer to display all REU data for analysis and visualization purposes.
- Configure a new widget in the web map that sums the sanitary usage numbers by selection.
- Visit all three pump stations in District 8 and conduct an inspection and drawdown test.
- Enter pump station information into ArcGIS.
- Run the calculation for the golf course to determine available REUs.

The estimated fee for this project is \$4,500.

Please let me know if you have any questions.

Thanks!

**Tracy Anderson, P.E.** | Project Manager

**SPICER GROUP, INC.**

Cell: 734-751-1909

[www.spicergroup.com](http://www.spicergroup.com)

Stronger. Safer. Smarter. *Spicer*

**OWNER'S WORK CHANGE DIRECTIVE**

**NO. 1 TO PROFESSIONAL SERVICES**

**OWNER -** Howell Township

**PROJECT -** General Services (Sewer Capacity)

**DATE OF ORIGINAL AGREEMENT -** April 18, 2022

**PROFESSIONAL'S WORK ORDER -** 132439SG2022

In order to help permit the PROFESSIONAL to meet the OWNER'S needs for the referenced project, the OWNER hereby directs the PROFESSIONAL to revise the PROFESSIONAL'S contracted responsibilities (scope of work) according to the following items:

Design

[\$4,500 Budget / \$6,350]

1. Client review meetings
2. Review parcel data, update splits
3. Revise service district parcels per Township comments
4. Add service district boundary layer for future delineation
5. Update GIS web map
6. Update sewer capacity spreadsheet

Amendment Amount: **\$1,850.00**

Current Contract Amount: **\$4,500.00**

New Contract Amount: **\$6,350.00**

Approved by Owner:

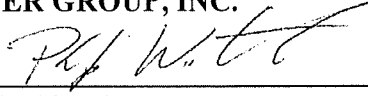
**HOWELL TOWNSHIP**

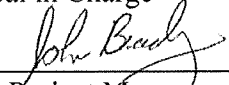
By: \_\_\_\_\_  
Authorized Signature

Date: \_\_\_\_\_

Prepared by Engineer:

**SPICER GROUP, INC.**

By:   
Principal in Charge

By:   
Project Manager

Date: September 26, 2022

# Howell Township Monthly Wastewater Operations Report



*Howell Township Secondary Clarifier Effluent – November 9, 2022*

*November 2022*

**Section 1**  
**Plant Operation**



# Howell Township Plant Operations

## Summary

Please find in this report details that describe the monthly operating characteristics and the performance of the wastewater treatment plant, as well as any other noteworthy items that occurred in October.

During the last month of operations, we treated **7.72 MG** of wastewater with no permit violations

All of the monthly preventive maintenance was completed and is up to date at the plant.

The annual Bio Solids Report was completed and submitted to the State last Month.

UIS was onsite to calibrate flow meters at the WWTP. The Influent Meter had an electrical issue that they are currently trying to repair.

## Process Summary

### EQ Tank

- Operating North Tank
- 5 broken gate valves (repair spring 2023)

### Influent Sampler

- Insulated and Repaired Shed
- Influent Meter Broke

### Headworks

- Scheduled Contractors to Repair Fine Screen

### FeCl<sub>2</sub> Chemical Room

- Need to install Sump Pump

### Aeration Basin

- Boat needs to be repaired

### Junction Chamber

- Design new mixing chamber

### **RAS Building & Clarifier**

- WAS Actuator Not Working in Auto

### **Sand Filters**

- Air Compressor Installed, Still Waiting on Air Dryer

### **Post Aeration**

### **UV System**

- Have a Quote From Ultra Tech to Repair Unit

**Section 2**  
**Collection System Operation**

## Howell Township Pump Stations

### Summary

We have started checking Pump Stations every Monday and Thursday because we do not have complete confidence in the current alarm system.

#### **PS-70 (Trans West)**

- Monday/Thursday Station Checks / Manually Exercise Generator

#### **PS-71 (Burkhart North)**

- Monday/Thursday Station Checks
- Having Issues with Pumps Alternating

#### **PS-72 (Burkhart South)**

- Monday/Thursday Station Checks
- Fixed Generator Exercising Issue

#### **PS-73 (Lambert)**

- Monday/Thursday Station Checks / Manually Exercise Generator
- Received Quotes for Transfer Switch

#### **PS-74 (Tooley)**

- Monday/Thursday Station Checks

#### **PS-75 (South Oak Grove)**

- Monday/Thursday Station Checks
- K&J Electrical Replaced CTE Electrical Box

#### **PS-76 (North Oak Grove)**

- Monday/Thursday Station Checks
- Installed Driveway Culvert

#### **PS-77 (Operator School)**

- Monday/Thursday Station Checks

#### **PS-78 (Grand River)**

- Monday/Thursday Station Checks

**Section 3**  
**Capital Improvement Plan**

**Howell Township**  
**Required Repair and Capital Improvement Plan Summary**  
 Updated 11-10-22

Wastewater Plant Immediate Repairs & Capital Improvements		Criticality	Aug. Original	Current	Status
No.	Project Description				
1	Lining of Influent Channel Due to Corrosion, Causing Bypass of Screen (Need to Add Cost of Bypass Pumping Headworks)	High	\$17,250	\$17,250	Plan for Winter of 2023
2	Repair of Fine Screen	High	\$22,294	\$22,294	Repair parts are scheduled. Reviewed with CSM, and DuBois Cooper. Waiting on schedule for CSM
3	UV Disinfection System Upgrade	High	\$59,275	\$33,280	Changing to rebuild unit from Ultratech. Reducing costs from \$59,275 + channel modifications to \$33,280 for unit & bulbs, plus cost to ship unit
4	New Air Compressor	High	\$30,568	\$30,568	Air compressor delivered on 10-17-22. Unit is set on pad. Waiting on air drying unit (shipping 11-10) and CSM to finish piping.
5	Upgrade of Kennedy SCADA	High	\$0	\$41,000	Kennedy working on repairs of existing, pending board approval on November 14
<b>Subtotal of Plant Immediate Upgrades</b>			<b>\$129,387</b>	<b>\$144,392</b>	
<b>Collection System Immediate Repairs and Capital Improvements</b>					
C1	Rehabilitation of Pump Station 71 (Multiple Quotes)	High	\$102,684	\$96,604	Complete, less restoration (\$4,000 Est. Included)
<b>Subtotal of Collection System Immediate Upgrades</b>			<b>\$102,684</b>	<b>\$96,604</b>	
<b>Total of Plant and Collection System Immediate Repairs</b>			<b>\$232,071</b>	<b>\$240,996</b>	
<b>Contingencies of Installation, Parts, Etc.</b>			<b>\$46,414.20</b>	<b>\$35,000.00</b>	
<b>Grand Total</b>			<b>\$278,485.20</b>	<b>\$275,996.00</b>	

<b>Other Repairs Non Immediate or Quoted Yet</b>					
1	SCADA System for Plant (DO Monitoring, Level Monitoring, Alarm Improvements, Trending)	High	\$75,000	\$75,000	Discuss adding in Spring with Tax Transfer
2	Second Recycle Pump Station Pump	Moderate	\$15,000	\$15,000	On Hold, need to do something in 2023
3	Walker North Clarifier Upgrade and Coating	Moderate	\$100,000	<b>\$450,000</b>	Walker inspected, report to repair was high. Perform limited repairs
4	Junction Chamber and Ferric Chloride Injection Improvements	Moderate	\$20,000	\$20,000	Inspect concrete again in spring
5	Drainage from Scurm Pit to Drain Line	Moderate	\$12,000	\$12,000	No Activity
6	Painting of Doors, Posts, & Other Exposed Metal	Moderate	\$75,000	\$75,000	No Activity
7	Repair Valves to EQ Tank	Moderate	\$50,000	\$50,000	No Activity
8	Transfer Switch at Lambert Drive Pump Station	Moderate	\$8,000	\$9,550	Working on quotes
9	Chemical Resistant Sump Pumps	High	\$4,000	\$4,000	No Activity
10	RAS Roof Repairs	Low	\$5,000	\$5,000	No Activity
11	Pump Station 76 Drainage	Moderate	\$5,000	\$6,443	Completed by TIS in October
12	Plant Driveway Repairs (Crack Sealing)	Low	\$10,000	\$10,000	No Activity
<b>Total</b>			<b>\$379,000</b>	<b>\$731,993</b>	

**10K**

Howell Area Parks & Recreation Meeting Wednesday November 16, 2022 @ 7pm

Approved:

Regular Board Meeting 10.18.2022  
Check register, Bank Statement, & Financial ending 10.31.2022  
2023 HAPRA Meeting schedule

Create a committee to Review - Bylaws @ Articles of Incorporation

This is a strategic plan item  
The committee would make recommendations to the full HAPRA board of any changes or adjustments to either  
Of these documents  
Any changes or amendments must be presented to the 5 municipal boards for their approval

Annual Stakeholders Meeting

Proposed date for the meeting would be March 31<sup>st</sup> 9am-1pm  
Highlighted discussion would be the Millage

Discussion:

Lease agreement – will be at December board meeting for approval with a few changes  
Issues with new building & the fixes  
Rental of rooms are now being booked out for 2023



**OCT 2022 HAPRA PARTICIPATION REPORTS**

11/2/2022

**PARTICIPATION TOTALS**

Row Labels	Count of Name
Brighton Township	303
City of Brighton	86
City of Howell	1466
Cohoctah Township	165
Conway Township	60
Deerfield Township	153
Genoa Township	1281
Green Oak Township	88
Hamburg Township	120
Handy Township/Fowlerville	249
Hartland Township	246
Howell Township	1140
Iosco Township	114
Marion Township	1390
Oceola Township	2597
Other Area	593
Pinckney Village	23
Putnam Township	54
Tyrone Township	31
Unadilla Township	21
(blank)	78
<b>Grand Total</b>	<b>10258</b>

**SPECIAL EVENTS**

Row Labels	Count of Name
Brighton Township	93
City of Brighton	21
City of Howell	325
Cohoctah Township	39
Conway Township	15
Deerfield Township	24
Genoa Township	272
Green Oak Township	24
Hamburg Township	41
Handy Township/Fowlerville	70
Hartland Township	50
Howell Township	259
Iosco Township	26
Marion Township	282
Oceola Township	409
Other Area	155
Pinckney Village	6
Putnam Township	19
Tyrone Township	8
Unadilla Township	4
(blank)	2
<b>Grand Total</b>	<b>2144</b>

**50&BEYOND + TRAVEL**

Row Labels	Count of Name
Brighton Township	10
City of Brighton	6
City of Howell	86
Cohoctah Township	5
Conway Township	1
Deerfield Township	10
Genoa Township	78
Hamburg Township	2
Handy Township/Fowlerville	3
Hartland Township	5
Howell Township	54
Iosco Township	2
Marion Township	71
Oceola Township	212
Other Area	23
Pinckney Village	1
Putnam Township	4
<b>Grand Total</b>	<b>573</b>

**YOUTH SERVICES PROGRAMS**

Row Labels	Count of Name
Brighton Township	8
City of Brighton	1
City of Howell	99
Cohoctah Township	6
Conway Township	2
Deerfield Township	5
Genoa Township	64
Green Oak Township	5
Hamburg Township	4
Handy Township/Fowlerville	9
Hartland Township	3
Howell Township	58
Iosco Township	3
Marion Township	85
Oceola Township	117
Other Area	22
Putnam Township	4
Unadilla Township	2
(blank)	
<b>Grand Total</b>	<b>497</b>

**SPORTS PROGRAMS**

Row Labels	Count of Name
Brighton Township	27
City of Brighton	6
City of Howell	254
Cohoctah Township	37
Conway Township	7
Deerfield Township	35
Genoa Township	294
Green Oak Township	6
Hamburg Township	7
Handy Township/Fowlerville	43
Hartland Township	37
Howell Township	267
Iosco Township	29
Marion Township	369
Oceola Township	594
Other Area	44
Pinckney Village	2
Putnam Township	9
Tyrone Township	5
Unadilla Township	1
(blank)	2
<b>Grand Total</b>	<b>2075</b>

**FITNESS MEMBERSHIPS & CLASSES**

Row Labels	Count of Name
Brighton Township	25
City of Brighton	5
City of Howell	175
Cohoctah Township	10
Conway Township	5
Deerfield Township	17
Genoa Township	169
Green Oak Township	2
Hamburg Township	10
Handy Township/Fowlerville	4
Hartland Township	34
Howell Township	89
Iosco Township	7
Marion Township	110
Oceola Township	573
Other Area	40
Tyrone Township	3
Unadilla Township	1
(blank)	1
<b>Grand Total</b>	<b>1280</b>

# OCT 2022 HAPRA PARTICIPATION REPORTS

11/2/2022

## Facility Usage by Location

Row Labels	Count of User
Bennett Recreation Center Room A	2
Genoa Soccer Complex Field 1	12
Genoa Soccer Complex Field 2	7
Oceola Community Center Main Meeting Room 1	20
Oceola Community Center Meeting Room 2	8
Oceola Community Center Meeting Room 3	5
Oceola Community Center Whole Gymnasium	1
<b>Grand Total</b>	<b>55</b>

## Facility Usage by Municipality

Row Labels	Count of User
Brighton Township	2
City of Brighton	14
City of Howell	3
Genoa Township	3
Howell Township	1
Marion Township	3
Oceola Township	17
Other Area	10
Unadilla Township	2
<b>Grand Total</b>	<b>55</b>

## Oceola Community Center Drop-In

City of Howell	131
Oceola Twp	110
Marion Twp	57
Genoa Twp	23
Howell Twp	35
Other	38
Unknown	16
<b>TOTAL</b>	<b>410</b>

## Oceola Community Center Tours

City of Howell	6
Oceola Twp	17
Marion Twp	5
Genoa Twp	1
Howell Twp	0
Other	3
Unknown	6
<b>TOTAL</b>	<b>38</b>

## Point of Sale Reports

Row Labels	Sum of Total
POS Item: (NON RESIDENT) Community Center Drop-In Pass	250
POS Item: Community Center Drop-In Pass	1640
POS Item: Fitness Class/ Yoga Drop in	220
POS Item: Holiday Fitness Shirt Order	40
POS Item: Senior Fitness Class (NON- Senior membe	65
POS Item: Senior Fitness Class (Senior Center Member)	294
POS Item: Trial Facility Passes (MUST have outside gym	10
<b>Grand Total</b>	<b>2519</b>

Row Labels	Sum of Quantity	Sum of Cash	Sum of Credit/Debit
Admin - Gymnasium Rental	248	1030	300
Sports - Drop-in Fees	106	430	130
Wellness - Program Fees Fitness	135	519	100
<b>Grand Total</b>	<b>489</b>	<b>1979</b>	<b>530</b>

no meeting so no report created

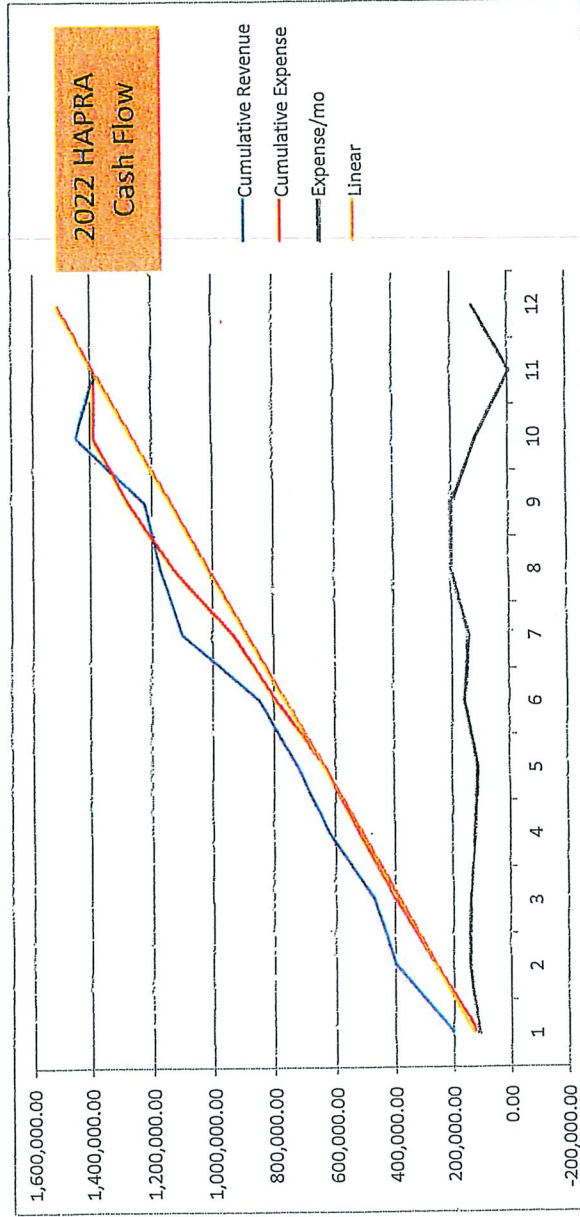
Total Participation Annual Reflection

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Drop-In	791	782	971	710	661	350	335	353	348	410		
% change per month	-9.50%	-1.14%	24.17%	-26.88%	-6.90%	-47.05%	-4.29%	5.37%	-1.42%	17.82%	-100.00%	#DIV/0!
% change to previous year												
Tours	28	33	38	27	45	40	38	45	43	38		
% change per month	33.33%	17.86%	15.15%	-28.95%	66.67%	-11.11%	-5.00%	18.42%	-4.44%	-11.63%	-100.00%	#DIV/0!
% change to previous year												
Total Participation	7490	7984	8608	8434	8783		9493	9723	10028	10258		
% change per month		6.60%	7.82%	-2.02%	4.14%		8.08%	2.42%	3.14%	2.29%	-100.00%	#DIV/0!
% change to previous year												
50 & Beyond	381	408	429	457	480		502	512	561	573		
% change per month		7.09%	5.15%	6.53%	5.03%		4.58%	1.99%	9.57%	2.14%	-100.00%	#DIV/0!
% change to previous year												
Youth Services	258	292	325	339	373		407	442	487	497		
% change per month		13.18%	11.30%	4.31%	10.03%		9.12%	8.60%	10.18%	2.05%	-100.00%	#DIV/0!
% change to previous year												
Sports	1467	1539	1620	1620	1754		1915	1982	1992	2075		
% change per month		4.91%	5.26%	0.00%	8.27%		9.18%	3.50%	0.50%	4.17%	-100.00%	#DIV/0!
% change to previous year												
Fitness Memberships	847	918	967	1029	1059		1138	1172	1234	1280		
% change per month		8.38%	5.34%	6.41%	2.92%		7.46%	2.99%	5.29%	3.73%	-100.00%	#DIV/0!
% change to previous year												
Special Events	1483	1577	1646	1698	1751		1774	1996	2104	2144		
% change per month		6.34%	4.38%	3.16%	3.12%		1.31%	12.51%	5.41%	1.90%	-100.00%	#DIV/0!
% change to previous year												

11/15/22  
Total Participation

Month	1	2	3	4	5	6	7	8	9	10	11	12	Budget
Cumulative Revenue	199,019.50	392,526.87	465,956.72	615,420.37	718,925.81	840,775.29	1,094,002.60	1,167,244.51	1,215,385.08	1,444,702.99	1,379,422.79	1,504,824.86	1,504,824.86
Cumulative Expense	109,963.80	252,542.09	391,939.11	512,960.95	625,439.10	782,295.89	922,330.00	1,121,227.71	1,268,370.71	1,382,824.19	1,379,422.79	1,504,824.86	1,504,824.86
Expense/mo	109,963.80	142,578.29	139,397.02	121,021.84	112,478.15	156,856.79	140,034.11	198,897.71	198,897.71	114,453.48	-3,401.40	125,402.07	
Linear	125,402.07	250,804.14	376,206.22	501,608.29	627,010.36	752,412.43	877,814.50	1,003,216.57	1,128,618.65	1,254,020.72	1,379,422.79	1,504,824.86	
Cumulative Revenue %	13.23%	26.08%	30.96%	40.90%	47.77%	55.87%	72.70%	77.57%	80.77%	96.00%	91.67%	100.00%	
Cumulative Expense %	7.31%	16.78%	26.05%	34.09%	41.56%	51.99%	61.29%	74.51%	84.29%	91.89%	91.67%	100.00%	
Cumulative Surplus	89,055.70	139,984.78	74,017.61	102,459.42	93,486.71	58,479.40	171,672.60	46,016.80	(52,985.63)	61,878.80	0.00	0.00	

Months NOT yet reported so the financial numbers are theoretical based on annual budget



# HOWELL recreation

Howell Area Parks and Recreation Authority  
Oceola Community Center  
1661 N. Latson Rd.  
Howell, MI 48843

**For Immediate Release**

Please email Jordan Jones with questions at [jjones@howellrecreation.org](mailto:jjones@howellrecreation.org) or give us a call at 517-579-2867.

## Santa Pictures With Pets

Saturday, December 17<sup>th</sup> – 10am-12pm

Join us for our first-ever Santa Pictures with Pets event. We will have an inflatable igloo up and Santa will be inside taking pictures with your pets!

**2 Pet Max (You may purchase more than one to bring more pets)**

\$5 - Pet & Santa Only in picture  
\$10 - Pet, Family, & Santa in picture

**All Pictures will be delivered through an email Monday after the event.**

Site: Oceola Soccer Complex, 1577 N. Latson Rd.

- Presented by Pet Supplies Plus -

Register online at: <https://www.howellrecreation.org/events/santapetphotos>

Contact us: [parksandrec@howellrecreation.org](mailto:parksandrec@howellrecreation.org)  
517-546-0693 ext. 0

###

The Howell Area Parks & Recreation Authority was formed in 2006 and serves residents in the City of Howell, Oceola, Genoa, Marion, and Howell Township. Our mission is to bring communities together to enrich lives by promoting active and healthy lifestyles.

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## Bad Santa Trivia (18+)

Thursday, December 22<sup>nd</sup> – 7pm-10pm

Grab your friends & family and join us Thursday, December 22nd at Aberrant Ales (7pm - 10pm) for Bad Santa Trivia night! There will be two rounds of trivia and we will be raffling off great presents and more, so don't forget to bring extra cash! There will be a prize for the best dressed for the holiday season! For just \$45 your team of four is guaranteed a night of good fun, good food, and a lot of laughs. The trivia questions will all be answered through a mobile device so make sure to come fully charged and ready to play. Your team will also get one free appetizer for the night.

**\*ONLY ONE PERSON PER TEAM NEEDS TO REGISTER\* \*Teams can be up to 4 people\***

**\*Must be 18+ to participate and 21+ to purchase adult beverages\***

**Cost: \$45/team**

**Site: Aberrant Ales, 219 W. Grand River Ave.**

**Register: <https://www.howellrecreation.org/events/badsanta22>**

**Contact us: [parksandrec@howellrecreation.org](mailto:parksandrec@howellrecreation.org)  
517-546-0693 ext. 0**

**###**

The Howell Area Parks & Recreation Authority was formed in 2006 and serves residents in the City of Howell, Oceola, Genoa, Marion, and Howell Township. Our mission is to bring communities together to enrich lives by promoting active and healthy lifestyles.

**10L**



Howell Township  
Property Committee Meeting:  
November 29, 2022

Attending: Jeff Smith, Jonathan Hohenstein

**N. Burkhart Road:**

The purchaser Soave has requested to pursue quiet title before closing with the attached proposed addendum to the purchase agreement. While it is possible to let Soave pursue quiet title while having no ownership stake in the property, it is the Property Committee's recommendation to deny the request. The Township has worked diligently to fulfill all of Soave's prior requests including the utility easement and guarantee requested by the purchaser. In regards to the Soave's issue with title, the facts don't back up the claim. The majority of the national title companies (including Stewart and First American) have agreed to indemnify each other for all regular claims, of which this would be one. By having Bell Title insure this property using First American, that policy would be transferred to Stewart Title. If there were ever a claim against that title the purchaser's title company (Stewart) would pass the claim onto the Township's title company (First American) who would defend the claim. Thus, there is no reason to commence with quiet title action. **Considering all of the facts of this issue the Committee recommends denial of the addendum as presented and requests that the purchaser perform under the contract as written and close on the property before December 31<sup>st</sup> otherwise purchaser will be in default of the contract and the deposit will be pursued by the Township for nonperformance.**

**Pineview:**

Deposit: The current agreement between the Township and JMF for the Pineview property has expired. Under the contract all of the down payments made are nonrefundable. **It is the Property Committee's recommendation to have the Township attorney pursue the deposit for the Township for nonperformance by JMF.**

Moving Forward: After all of the negotiating by JMF and the Township to try and work with the Pineview HOA the Board needs to decide how they want to move forward with this property. The HOA, representing the 81 built units, has indicated to the Township that they want all 61 of the Township owned parcels to be turned over to the HOA as green space. This would include changes to the master deed for the green space, abandoning the claims of the HOA that the Township is liable for HOA dues, and abandoning the claims of the HOA that the Township is the successor developer and therefore responsible for paving the roads at the Township's exclusive expense. The HOA has been unwilling to accept their own negotiated positions on JMF's offers. Their new claim that we either fix their roads and pay their HOA assessments or give them the property in exchange appears to be their only way forward. The only alternative that has been proposed is to attempt to sell the building pads one at a time at a price that works for builders to build and sell the project as directed by the master deed. This proposal does not alleviate the risk to the Township of the claims made by the HOA, but it would help the Township recoup some of the money it has paid out on behalf of these parcels. The Committee did not come to a consensus on a recommendation and so leaves it up to the Board on how to move forward.

Respectfully submitted,  
Jonathan Hohenstein

ADDENDUM/AMENDMENT #1

Date: 11/19/2022

This is an Addendum/Amendment to and becomes a part of Purchase Agreement dated 07/21/2022 regarding property located at: 18.13 Burkhart Rd. MI 48855  
Property ID# 47-06-17-400-031

By and between the undersign parties:

- 1) Purchaser shall pursue the Quiet Title Action pre-closing at their expense.

After review of the FOIA package our Underwriter determined the 3 interested parties were not properly served notice of foreclosure.  
For the buyer to have future transactions insured an Order of Quiet Title would need to be recorded. The Owners Title policy from Bell would not be acceptable to Stewart Title in order to insure the future transactions.

- 2) Once Quiet Title is obtained buyer shall close within 48 hours of notice.
- 3) The closing date shall be extended to on or before February 28, 2022.

The undersigned parties hereby agree with the above amendment.  
All other terms and conditions of above-mentioned purchase agreement shall remain the same . The undersigned parties further hold Remerica Hometown Realty and all of "its" agents harmless and free from any costs or liability that may occur in connection therewith.

[Signature] 11-19-2022 (L.S.)  
SELLER

WITNESS [Signature] DATE 11-19-2022 \_\_\_\_\_ (L.S.)  
SELLER

WITNESS \_\_\_\_\_ DATE \_\_\_\_\_ PURCHASER \_\_\_\_\_ (L.S.)

\_\_\_\_\_  
PURCHASER \_\_\_\_\_ (L.S.)

Dated this 19th day of November 2022

12

**Howell Township**  
**Invoice and Check Registers**  
**As of 11/30/2022**

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

Inv Num	Vendor	Description	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
86-96910	CUMMINS BRIDGEWAY, LLC		10/20/2022		11/19/2022	955.50	0.00	Paid	Y 11/01/2022
21447	LAMBERT STATION SERVICE CALL								
		592-538-930.01				955.50			
204923230882	CONSUMERS ENERGY		10/18/2022		11/14/2022	27.64	0.00	Paid	Y 10/31/2022
21448	391 N BURKHART								
		592-538-922.00				27.64			
203321393181	CONSUMERS ENERGY		10/18/2022		11/14/2022	177.46	0.00	Paid	Y 10/31/2022
21449	1222 PACKARD DR OCT 2022								
		592-538-922.00				177.46			
206080040295	CONSUMERS ENERGY		10/19/2022		11/15/2022	121.15	0.00	Paid	Y 10/31/2022
21450	2571 OAKROVE OCT 2022								
		592-538-922.00				121.15			
903360	LAKESIDE EQUIPMENT CORP.		10/19/2022		11/18/2022	22,294.00	0.00	Paid	Y 11/01/2022
21451	FINESCREEN PARTS & REPAIR								
		285-000-853.00				22,294.00			
R74486309501	MACALLISTER RENTALS		10/14/2022		11/14/2022	20,519.00	0.00	Paid	Y 11/01/2022
21452	PS 71 (BYPASS SYSTEM FOR REPAIRS)								
		285-000-853.00				20,519.00			
5789	PERFECT MAINTENANCE		10/28/2022		11/15/2022	195.00	0.00	Paid	Y 11/01/2022
21453	NOVEMBER CLEANING								
		101-265-775.00				195.00			
201808541956	CONSUMERS ENERGY		10/19/2022		11/15/2022	223.26	0.00	Paid	Y 10/31/2022
21454	OCTOBER 2022								
		101-265-922.00				223.26			
150560912	AT&T		10/19/2022		11/10/2022	269.10	0.00	Paid	Y 11/01/2022
21455	NOVEMBER 2022								
		592-538-850.00				269.10			
4208	ADVANCED REHABILITATION TECHNOLOGY		10/24/2022		11/23/2022	19,750.00	0.00	Paid	Y 11/01/2022
21456	PS#71 LINER FOR WFT WELL.								
		285-000-853.00				19,750.00			

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

Inv Ref#	Description	GL Distribution	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
10/31/2022	LIVINGSTON COUNTY TREASURER		10/31/2022		11/01/2022	762.50	0.00	Paid	Y 10/31/2022
21457	MOBILE HOME FEES								
	701-000-239.00					762.50			
10/22/2022	COMCAST		10/22/2022		11/12/2022	436.81	0.00	Paid	Y 11/01/2022
21458	NOVEMBER 2022								
	101-265-850.00					436.81			
217319	SPICER GROUP		10/20/2022		11/20/2022	2,133.25	0.00	Paid	Y 11/01/2022
21459	PIONEER CEMETERY STUDY								
	101-276-931.00					2,133.25			
11/01/2022	STATE TAX COMMISSION		11/01/2022		12/31/2022	175.00	0.00	Paid	Y 11/01/2022
21460	BRENT KILPELA MAAO RENEWAL								
	101-257-957.00					175.00			
11/01/2022	STATE TAX COMMISSION		11/01/2022		12/31/2022	50.00	0.00	Paid	Y 11/01/2022
21461	CAROL MAKUSHIK MCAAT RENEWAL								
	101-257-957.00					50.00			
217321	SPICER GROUP		11/01/2022		11/20/2022	1,935.25	0.00	Paid	Y 11/01/2022
21462	BD Bond Refund								
	101-000-203.00					1,935.25			
217318	SPICER GROUP		11/01/2022		11/20/2022	457.50	0.00	Paid	Y 11/01/2022
21463	BD Bond Refund								
	101-000-203.00					457.50			
217320	SPICER GROUP		10/20/2022		11/20/2022	2,271.25	0.00	Paid	Y 11/01/2022
21464	HOWELL GENERAL SERVICES								
	101-447-801.00					2,271.25			
11/1/2022	HOWELL PUBLIC SCHOOLS		11/01/2022		11/01/2022	10,840.82	0.00	Paid	Y 11/01/2022
21465	2022 SUMMER TAXES 10/16 - 10/31/20								
	703-000-225.00					10,840.82			
11/01/2022	HOWELL PUBLIC SCHOOLS		11/01/2022		11/01/2022	51,516.13	0.00	Paid	Y 11/01/2022
21466	2022 SUMMER TAXES 10/16 - 10/31/20								
	703-000-225.01					51,516.13			

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

Inv Num	Vendor Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
11/01/2022	FOWLERVILLE SCHOOLS	11/01/2022	11/01/2022	53.00	0.00	Paid	Y 11/01/2022
21467	2022 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					
	703-000-226.00	TAX DUE TO FOWL SCHLS OPER SUMMER		53.00			
11/01/2022	LIVINGSTON COUNTY TREASURER	11/01/2022	11/01/2022	23,649.68	0.00	Paid	Y 11/01/2022
21468	2022 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		23,649.68			
11/01/2022	LIV EDUC SERVICE AGENCY	11/01/2022	11/01/2022	12,632.91	0.00	Paid	Y 11/01/2022
21469	2022 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					
	703-000-227.00	TAX DUE TO IESA SUMMER		12,632.91			
11/01/2022	LIVINGSTON COUNTY TREASURER	11/01/2022	11/01/2022	12,659.36	0.00	Paid	Y 11/01/2022
21470	2022 SUMMER TAXES 10/16 - 10/31/20	BRENT KILPELA					
	703-000-228.00	TAX DUE TO COUNTY SUMMER		12,659.36			
11/1/2022	LIVINGSTON COUNTY TREASURER	11/01/2022	11/01/2022	94.00	0.00	Paid	Y 11/01/2022
21471	DOG LICENSES	BRENT KILPELA					
	701-000-238.00	TRUST DUE TO COUNTY DOG LICENSE		94.00			
BMHOG22-0011	MHOG	11/01/2022	11/08/2022	1,927.00	0.00	Paid	Y 11/01/2022
21472	BD Bond Refund	BRENT KILPELA					
	701-000-210.00	BMHOG22-0011 - PMHOG22-024		1,927.00			
11/01/2022	VILLARUBIA, PATRICIA	11/01/2022	11/08/2022	200.00	0.00	Paid	Y 11/01/2022
21473	UB refund for account: 0627201107	BRENT KILPELA					
	592-000-214.89	SEWER METERED		200.00			
11/02/2022	RONCELLI	11/02/2022	11/15/2022	3,000.00	0.00	Paid	Y 11/02/2022
21474	325 E HIGHLAND DEMOLITION	BRENT KILPELA					
	101-000-203.00	GEN FUND ENGINEERING ESCROW-REFUNDABLE		3,000.00			
11/01/2022	JEAN GRAHAM	11/01/2022	11/15/2022	397.93	0.00	Paid	Y 11/02/2022
21475	ELECTION/CLERK EXPENSES	BRENT KILPELA					
	101-215-860.00	CLERK MILEAGE & EXPENSES		13.15			
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		32.34			
	101-262-860.00	ELECTION MILEAGE & EXPENSES		352.44			
11/7/2022	ECONO PRINT	11/07/2022	11/15/2022	1,671.35	0.00	Paid	Y 11/07/2022
21476	WINTER 2022 TAX BILL POSTAGE	BRENT KILPELA					
	101-253-726.01	TREASURER POSTAGE		1,671.35			

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

Inv Num	Vendor	Description	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
225332		PRINTING SYSTEMS	09/28/2022		11/28/2022	170.42	0.00	Paid	Y 11/03/2022
21477		ELECTION FORMS AND SUPPLIES	BRENT KILPELA						
		101-262-727.00				170.42			
65286		ELECTION SUPPLIES EXPENSE							
21478		MICRO WORKS COMPUTING, INC	10/24/2022	BRENT KILPELA	11/13/2022	75.00	0.00	Paid	Y 11/03/2022
		SEWER UPDATES							
		101-265-728.01				75.00			
65314		MICRO WORKS COMPUTING, INC	10/27/2022	BRENT KILPELA	11/16/2022	262.50	0.00	Paid	Y 11/03/2022
21479		DOWNLOAD UTILITY TO FIX LOG IN ISS	BRENT KILPELA						
		101-265-728.01				262.50			
65331		TWP HALL IT SUPPORT EXPENSE							
21480		MICRO WORKS COMPUTING, INC	10/31/2022	BRENT KILPELA	11/20/2022	187.50	0.00	Paid	Y 11/03/2022
		CLOUD KICKOFF MEETING							
		101-265-728.01				187.50			
65348		TWP HALL IT SUPPORT EXPENSE							
21481		MICRO WORKS COMPUTING, INC	10/31/2022	BRENT KILPELA	11/20/2022	150.00	0.00	Paid	Y 11/03/2022
		DATA EXTRACTION FOR CLOUD							
		101-265-728.01				150.00			
1885		TWP HALL IT SUPPORT EXPENSE							
21482		TLS CONSTRUCTION	10/25/2022	BRENT KILPELA	11/24/2022	6,443.00	0.00	Paid	Y 11/07/2022
		OAK GROVE PUMP STATION GRADING							
		592-538-930.01				6,443.00			
22-746.1		WWTP COLLECTION SYSTEM REPAIR EXPENSE							
21483		CSM MECHANICAL, LLC	10/31/2022	BRENT KILPELA	11/30/2022	1,385.00	0.00	Paid	Y 11/07/2022
		DEMO OLD AIR COMPRESSOR							
		592-538-930.00				1,385.00			
22-746.2		WWTP PLANT EQUIPMENT REPAIR EXPENSE							
21484		CSM MECHANICAL, LLC	10/31/2022	BRENT KILPELA	11/30/2022	1,280.00	0.00	Paid	Y 11/07/2022
		INSTALL NEW COMPRESSOR							
		592-538-930.00				1,280.00			
11082018-481		WWTP PLANT EQUIPMENT REPAIR EXPENSE							
21485		GENOA TOWNSHIP DPW	11/01/2022	BRENT KILPELA	11/30/2022	27,886.99	0.00	Paid	Y 11/07/2022
		NOVEMBER 2022							
		592-538-801.00				27,886.99			
10481		WWTP CONTRACTED SERVICES EXPENSE							
21486		TRUE VALUE	11/01/2022	BRENT KILPELA	12/01/2022	9.49	0.00	Paid	Y 11/07/2022
		PLUNGER							
		592-538-956.00				9.49			
		WWTP MISCELLANEOUS EXPENSE							



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

Vendor  
 Description  
 GI Distribution

Inv Date  
 Entered By

Due Date

Inv Amt

Amt Due

Status

Jrnlized  
 Post Date

24647939	GRANGER WASTE SERVICES	10/31/2022	11/25/2022	23.91	0.00	Paid	Y
21487	NOVEMBER 2022	BRENT KILPELA	TWP HALL OFFICE CLEANING EXPENSE	23.91			11/07/2022
3438	COMPLETE OUTDOOR SERVICES, INC.	11/02/2022	11/17/2022	845.00	0.00	Paid	Y
21488	CEMETERY MAINT (7 OF 8)	BRENT KILPELA	CEMETERY MAINT (7 OF 8)	845.00			11/07/2022
72587	101-276-931.00	11/02/2022	11/17/2022	845.00	0.00	Paid	Y
21489	SPECTRUM	10/31/2022	11/30/2022	492.23	0.00	Paid	Y
200343861755	VOTESTEST TEST DECKS (5)	BRENT KILPELA	ELECTION SUPPLIES EXPENSE	492.23			11/07/2022
21490	101-262-727.00	10/31/2022	12/12/2022	545.68	0.00	Paid	Y
6888	DTE ENERGY	10/31/2022	12/12/2022	545.68	0.00	Paid	Y
21491	STRETLIGHTS	BRENT KILPELA	TWP AT LARGE STRETLIGHT EXPENSE	545.68			11/07/2022
6890	101-268-920.00	10/31/2022	12/12/2022	545.68	0.00	Paid	Y
21492	FAHEY SCHULTZ BURZYCH RHODES PLC	11/01/2022	12/01/2022	867.50	0.00	Paid	Y
6889	GENERAL	BRENT KILPELA	TWP AT LARGE LEGAL EXPENSE	867.50			11/07/2022
21493	101-268-801.01	11/01/2022	12/01/2022	867.50	0.00	Paid	Y
6891	FAHEY SCHULTZ BURZYCH RHODES PLC	11/01/2022	12/01/2022	112.50	0.00	Paid	Y
21494	ZONING	BRENT KILPELA	PLANNING LEGAL EXPENSE	112.50			11/07/2022
6892	101-701-801.01	11/01/2022	12/01/2022	112.50	0.00	Paid	Y
21495	FAHEY SCHULTZ BURZYCH RHODES PLC	11/01/2022	12/01/2022	5,907.50	0.00	Paid	Y
59688173	OAKLAND TACTICAL SUPPLY	BRENT KILPELA	TWP AT LARGE LEGAL EXPENSE	5,907.50			11/07/2022
21496	101-268-801.01	11/01/2022	12/01/2022	5,907.50	0.00	Paid	Y
21497	FAHEY SCHULTZ BURZYCH RHODES PLC	11/01/2022	12/01/2022	2,218.18	0.00	Paid	Y
21498	BURKHART ROAD ASSOC (22-292-AA)	BRENT KILPELA	TWP AT LARGE LEGAL EXPENSE	2,218.18			11/07/2022
21499	101-268-801.01	11/01/2022	12/01/2022	2,218.18	0.00	Paid	Y
21500	ABSOPURE	11/07/2022	11/30/2022	12.00	0.00	Paid	Y
21501	COOLER RENTAL NOV 2022	BRENT KILPELA	TWP HALL KITCHEN/BATH SUPPLIES EXPENSE	12.00			11/07/2022
21502	101-265-727.00	11/07/2022	11/30/2022	12.00	0.00	Paid	Y

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

Inv Num	Vendor	Description	GL Distribution	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
88591082	ABSOPURE	BOTTLES (5)		11/01/2022	BRENT KILPELA	11/24/2022	47.50	0.00	Paid	Y 11/07/2022
21497		101-265-727.00	TWP HALL KITCHEN/BATH SUPPLIES EXPENSE				47.50			
11/7/2022	LIV CO MUNIC CLERKS ASSOC	ONE RESERVATION		11/07/2022	BRENT KILPELA	11/07/2022	17.00	0.00	Paid	Y 11/07/2022
21498		101-215-957.00	CLERK DUES & SUBSCRIPTION EXPENSE				17.00			
11/2/2022	DTE ENERGY	2571 OAKGROVE NOV 2022		11/02/2022	BRENT KILPELA	11/28/2022	576.62	0.00	Paid	Y 11/07/2022
21499		592-538-920.00	WWTTP ELECTRICITY EXPENSE				576.62			
11/03/2022	DTE ENERGY	391 N BURKHART NOV 2022		11/03/2022	BRENT KILPELA	11/28/2022	154.66	0.00	Paid	Y 11/07/2022
21500		592-538-920.00	WWTTP ELECTRICITY EXPENSE				154.66			
11/03/2022	DTE ENERGY	1009 N BURKHART NOV 2022		11/03/2022	BRENT KILPELA	11/28/2022	103.66	0.00	Paid	Y 11/07/2022
21501		592-538-920.00	WWTTP ELECTRICITY EXPENSE				103.66			
26327462	INGERSOLL-RAND INDUSTRIAL US INC	DRYER COMPONENT FOR COMPRESSOR PRO		11/09/2022	BRENT KILPELA	12/09/2022	7,490.00	0.00	Paid	Y 11/15/2022
21502		285-000-853.00	ARPA FUND SEWER EXPENSE				7,490.00			
11/09/2022	DTE ENERGY	3888 OAKGROVE NOV 2022		11/09/2022	BRENT KILPELA	12/01/2022	124.78	0.00	Paid	Y 11/15/2022
21503		592-538-920.00	WWTTP ELECTRICITY EXPENSE				124.78			
11/09/2022	DTE ENERGY	1034 AUSTIN CT NOV 2022		11/09/2022	BRENT KILPELA	12/01/2022	294.70	0.00	Paid	Y 11/15/2022
21504		592-538-920.00	WWTTP ELECTRICITY EXPENSE				294.70			
11/09/2022	DTE ENERGY	1575 N BURKHART NOV 2022		11/09/2022	BRENT KILPELA	12/01/2022	358.95	0.00	Paid	Y 11/15/2022
21505		592-538-920.00	WWTTP ELECTRICITY EXPENSE				358.95			
11/09/2022	DTE ENERGY	1222 PACKARD DR NOV 2022		11/09/2022	BRENT KILPELA	12/01/2022	3,724.17	0.00	Paid	Y 11/15/2022
21506		592-538-920.00	WWTTP ELECTRICITY EXPENSE				3,724.17			

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

12/05/2022 10:43 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

11/09/2022	DTE ENERGY		11/09/2022	192.89	0.00	Paid	Y
21507	2559 W GRAND RIVER NOV 2022	BRENT KILPELA	12/01/2022				
	592-538-920.00	WTWP ELECTRICITY EXPENSE		192.89			11/15/2022

11/09/2022	DTE ENERGY		11/09/2022	33.57	0.00	Paid	Y
21508	1216 PACKARD NOV 2022	BRENT KILPELA	12/01/2022				
	592-538-920.00	WTWP ELECTRICITY EXPENSE		33.57			11/15/2022

11/08/2022	G-O WWTP		11/08/2022	683.42	0.00	Paid	Y
21509	WASTE CONTAINER REIMBURSEMENT	BRENT KILPELA	12/08/2022				
	592-538-956.00	WTWP MISCELLANEOUS EXPENSE		683.42			11/15/2022

17020392-00	STANDARD ELECTRIC COMPANY		10/31/2022	75.84	0.00	Paid	Y
21510	FUSE (3)	BRENT KILPELA	12/01/2022				
	592-538-930.01	WTWP COLLECTION SYSTEM REPAIR EXPENSE		75.84			11/15/2022

11/05/2022	GENOA TOWNSHIP DPW		11/05/2022	5,540.92	0.00	Paid	Y
21511	COMMON COST REIMBURSEMENT TO DPW F	BRENT KILPELA	12/01/2022				
	592-538-956.00	WTWP MISCELLANEOUS EXPENSE		5,540.92			11/15/2022

11/08/2022	BYRUM ACE HARDWARE		11/08/2022	34.07	0.00	Paid	Y
21512	GLUE, ALUMINUM SHEET, ANGLE	BRENT KILPELA	12/01/2022				
	592-538-956.00	WTWP MISCELLANEOUS EXPENSE		34.07			11/15/2022

11/09/2022	DTE ENERGY		11/08/2022	390.05	0.00	Paid	Y
21513	NOVEMBER 2022	BRENT KILPELA	12/01/2022				
	101-265-920.00	WTWP ELECTRICITY EXPENSE		390.05			11/15/2022

GZDP120	IRON MOUNTAIN		10/31/2022	191.50	0.00	Paid	Y
21514	SHREDDING OCTOBER	BRENT KILPELA	11/30/2022				
	101-265-775.00	WTWP HALL OFFICE CLEANING EXPENSE		191.50			11/15/2022

65375	MICRO WORKS COMPUTING, INC		11/07/2022	75.00	0.00	Paid	Y
21515	DEPUTY TREASURER LAPTOP ISSUE	BRENT KILPELA	11/27/2022				
	101-265-728.01	WTWP HALL IT SUPPORT EXPENSE		75.00			11/15/2022

PA0034227	MICHIGAN.COM		11/15/2022	353.02	0.00	Paid	Y
21516	SUBSCRIPTION 12/1/22-11/30/23	BRENT KILPELA	12/01/2022				
	101-265-727.01	WTWP HALL OFFICE SUPPLIES EXPENSE		353.02			11/15/2022

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

12/05/2022 10:43 AM  
 User: BRENT KILPELA  
 DB: Howell Twp  
 Inv Num Vendor  
 Inv Ref# Description  
 GI Distribution

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
0005070100	LIVINGSTON DAILY PRESS & ARGUS	11/01/2022	12/01/2022	80.00	0.00	Paid	Y 11/15/2022
21517	OCTOBER PUBLICATIONS	BRENT KILPELA					
	101-262-900.00	ELECTION PRINTING & PUBL EXPENSE		80.00			
1000421989	ACCIDENT FUND	11/08/2022	12/01/2022	2,898.00	0.00	Paid	Y 11/15/2022
21518	NEW RENEWAL 12/1/22 - 12/1/23	BRENT KILPELA					
	101-265-822.00	TWP HALL INSURANCE & BOND EXPENSE		2,898.00			
11/9/2022	JONATHAN HOHENSTEIN	11/09/2022	12/01/2022	111.25	0.00	Paid	Y 11/15/2022
21519	TREASURER MILEAGE & EXPENSES	BRENT KILPELA					
	101-253-860.00	TREASURER MILEAGE & EXPENSES		111.25			
INV-11698	TFS ACCOUNTING DEPT	11/15/2022	11/30/2022	160.00	0.00	Paid	Y 11/15/2022
21520	SERVICE CALL	BRENT KILPELA					
	101-265-930.01	TWP HALL OFFICE EQUIPMENT & REPAIR		160.00			
OE-58141-1	SMART BUSINESS SOURCE, LLC	11/15/2022	12/01/2022	446.28	0.00	Paid	Y 11/15/2022
21521	LABELS, PAPER, DUSTER, STICKY NOTE	BRENT KILPELA					
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		446.28			
2167281	CARLISLE WORTMAN ASSOC, INC.	11/08/2022	12/08/2022	100.00	0.00	Paid	Y 11/16/2022
21522	GENERAL CONSULTATION	BRENT KILPELA					
	101-701-801.00	PLANNING CONTRACTED PLANNER EXPENSE		100.00			
11/15/2022	HOWELL PUBLIC SCHOOLS	11/15/2022	11/16/2022	830.73	0.00	Paid	Y 11/16/2022
21523	2022 SUMMER TAXES 11/1/22 - 11/15/	BRENT KILPELA					
	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER		830.73			
11/15/2022	LIVINGSTON COUNTY TREASURER	11/15/2022	11/16/2022	1,812.49	0.00	Paid	Y 11/16/2022
21524	2022 SUMMER TAXES 11/1/22 - 11/15/	BRENT KILPELA					
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		1,812.49			
11/16/2022	LIV EDUC SERVICE AGENCY	11/15/2022	11/16/2022	967.31	0.00	Paid	Y 11/16/2022
21525	2022 SUMMER TAXES 11/1/22 - 11/15/	BRENT KILPELA					
	703-000-227.00	TAX DUE TO IESA SUMMER		967.31			
11/16/2022	LIVINGSTON COUNTY TREASURER	11/15/2022	11/16/2022	969.35	0.00	Paid	Y 11/16/2022
21526	2022 SUMMER TAXES 11/1/22 - 11/15/	BRENT KILPELA					
	703-000-228.00	TAX DUE TO COUNTY SUMMER		969.35			

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

Inv Num	Vendor	Description	GL Distribution	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
11/15/2022	JEAN GRAHAM	ELECTION EXPENSES		11/15/2022	BRENT KILPELA	12/15/2022	240.01	0.00	Paid	Y 11/17/2022
21527		101-262-860.00					240.01			
11/16/2022	ANGELA GUILLEN	ELECTION EXPENSES		11/16/2022	BRENT KILPELA	12/16/2022	67.00	0.00	Paid	Y 11/17/2022
21528		101-262-860.00					67.00			
65416	MICRO WORKS COMPUTING, INC	IT SUPPORT		11/14/2022	BRENT KILPELA	12/04/2022	419.00	0.00	Paid	Y 11/17/2022
21529		101-265-728.01					419.00			
11/11/2022	DTE ENERGY	2700 TOOLEY RD NOV 2022		11/11/2022	BRENT KILPELA	12/05/2022	152.46	0.00	Paid	Y 11/17/2022
21530		592-538-920.00					152.46			
11/17/2022	G-O WWTP VACTOR PAD	SANITARY DISPOSAL		11/17/2022	BRENT KILPELA	11/21/2022	488.57	0.00	Paid	Y 11/21/2022
21531		592-538-801.00					488.57			
530369002	UIS SCADA	CALIBRATE METERS		11/18/2022	BRENT KILPELA	11/21/2022	1,248.00	0.00	Paid	Y 11/21/2022
21532		592-538-930.00					1,248.00			
4411	DECKER AGENCY	ANNUAL LIABILITY POLICY		11/03/2022	BRENT KILPELA	12/03/2022	23,580.00	0.00	Paid	Y 11/21/2022
21533		592-538-822.00					12,600.00			
		101-265-822.00					10,980.00			
69006	ECONO PRINT	2022 WINTER TAX BILLS PROCESSING		11/17/2022	BRENT KILPELA	11/21/2022	1,250.36	0.00	Paid	Y 11/21/2022
21534		101-253-726.01					1,250.36			
4138158279	CINTAS CORPORATION	BLUE MATS		11/21/2022	BRENT KILPELA	11/21/2022	64.93	0.00	Paid	Y 11/21/2022
21535		101-265-775.00					64.93			
# of Invoices:	89	# Due:	0	Totals:			299,701.81	0.00		
# of Credit Memos:	0	# Due:	0	Totals:			0.00	0.00		
Net of Invoices and Credit Memos:							299,701.81	0.00		

*Agrees with Check Register*

*BK*

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

12/05/2022 10:43 AM  
 User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date

GL Distribution

---- TOTALS BY FUND ----							
101 - GENERAL FUND				45,790.92	0.00		
285 - AMERICAN RESCUE PLAN ACT (A				70,053.00	0.00		
592 - SWR/WTR				65,142.61	0.00		
701 - TRUST & AGENCY				2,783.50	0.00		
703 - TAX FUND				115,931.78	0.00		

---- TOTALS BY DEPT/ACTIVITY ----							
000 - OTHER				194,361.03	0.00		
215 - CLERK				30.15	0.00		
253 - TREASURER				3,900.46	0.00		
257 - ASSESSING				225.00	0.00		
262 - ELECTIONS				1,402.10	0.00		
265 - TOWNSHIP HALL				17,623.60	0.00		
268 - TOWNSHIP AT LARGE				11,754.86	0.00		
276 - CEMETERY				2,978.25	0.00		
447 - ENGINEERING				2,271.25	0.00		
538 - WWTP				64,942.61	0.00		
701 - PLANNING				212.50	0.00		

Check Date	Bank	Check	Vendor Name	Amount
<b>Bank GEN GENERAL FUND CHECKING</b>				
11/07/2022	GEN	101001758 (E)	CONSUMERS ENERGY	223.26
11/07/2022	GEN	18263	ABSOPURE	59.50
11/07/2022	GEN	18264	COMCAST	436.81
11/07/2022	GEN	18265	COMPLETE OUTDOOR SERVICES, INC.	845.00
11/07/2022	GEN	18266	DTE ENERGY	545.68
11/07/2022	GEN	18267	ECONO PRINT	1,671.35
11/07/2022	GEN	18268	FAHEY SCHULTZ BURZYCH RHODES PLC	12,189.18
11/07/2022	GEN	18269	JEAN GRAHAM	397.93
11/07/2022	GEN	18270	GRANGER WASTE SERVICES	23.91
11/07/2022	GEN	18271	LIV CO MUNIC CLERKS ASSOC	17.00
11/07/2022	GEN	18272	MICRO WORKS COMPUTING, INC	675.00
11/07/2022	GEN	18273	RONCELLI	3,000.00
11/07/2022	GEN	18274	PERFECT MAINTENANCE	195.00
11/07/2022	GEN	18275	PRINTING SYSTEMS	170.42
11/07/2022	GEN	18276	SPECTRUM	492.23
11/07/2022	GEN	18277	SPICER GROUP	6,797.25
11/07/2022	GEN	18278	STATE TAX COMMISSION	225.00
11/21/2022	GEN	101001759 (E)	DTE ENERGY	390.05
11/21/2022	GEN	18279	ACCIDENT FUND	2,898.00
11/21/2022	GEN	18280	CARLISLE WORTMAN ASSOC, INC.	100.00
11/21/2022	GEN	18281	CINTAS CORPORATION	64.93
11/21/2022	GEN	18282	DECKER AGENCY	23,580.00
11/21/2022	GEN	18283	ECONO PRINT	1,250.36
11/21/2022	GEN	18284	JEAN GRAHAM	240.01
11/21/2022	GEN	18285	ANGELA GUILLEN	67.00
11/21/2022	GEN	18286	JONATHAN HOHENSTEIN	111.25
11/21/2022	GEN	18287	IRON MOUNTAIN	191.50
11/21/2022	GEN	18288	LIVINGSTON DAILY PRESS & ARGUS	80.00
11/21/2022	GEN	18289	MICHIGAN.COM	353.02
11/21/2022	GEN	18290	MICRO WORKS COMPUTING, INC	494.00
11/21/2022	GEN	18291	SMART BUSINESS SOURCE, LLC	446.28
11/21/2022	GEN	18292	UTS ACCOUNTING DEPT	160.00

**GEN TOTALS:**

Total of 32 Checks:	58,390.92
Less 0 Void Checks:	0.00
<b>Total of 32 Disbursements:</b>	<b>58,390.92</b>

**Bank T&A TRUST & AGENCY CHECKING**

11/01/2022	T&A	3554	MHOG	1,927.00
11/01/2022	T&A	3555	LIVINGSTON COUNTY TREASURER	762.50
11/01/2022	T&A	3556	LIVINGSTON COUNTY TREASURER	94.00

**T&A TOTALS:**

Total of 3 Checks:	2,783.50
Less 0 Void Checks:	0.00
<b>Total of 3 Disbursements:</b>	<b>2,783.50</b>

**Bank TAX TAX CHECKING**

11/01/2022	TAX	5723	FOWLerville SCHOOLS	53.00
11/01/2022	TAX	5724	HOWELL PUBLIC SCHOOLS	10,840.82
11/01/2022	TAX	5725	HOWELL PUBLIC SCHOOLS	51,516.13
11/01/2022	TAX	5726	LIV EDUC SERVICE AGENCY	12,632.91
11/01/2022	TAX	5727	LIVINGSTON COUNTY TREASURER	23,649.68
11/01/2022	TAX	5728	LIVINGSTON COUNTY TREASURER	12,659.36
11/17/2022	TAX	5729	HOWELL PUBLIC SCHOOLS	830.73
11/17/2022	TAX	5730	LIV EDUC SERVICE AGENCY	967.31
11/17/2022	TAX	5731	LIVINGSTON COUNTY TREASURER	1,812.49
11/17/2022	TAX	5732	LIVINGSTON COUNTY TREASURER	969.35

**TAX TOTALS:**

Total of 10 Checks:	115,931.78
Less 0 Void Checks:	0.00
<b>Total of 10 Disbursements:</b>	<b>115,931.78</b>

**Bank UTYCK UTILITY CHECKING**

11/07/2022	UTYCK	2958	ADVANCED REHABILITATION TECHNOLOGY	19,750.00
11/07/2022	UTYCK	2959	CSM MECHANICAL, LLC	2,665.00
11/07/2022	UTYCK	2960	CUMMINS BRIDGEWAY, LLC	955.50
11/07/2022	UTYCK	2961	GENOA TOWNSHIP DPW	27,886.99

Check Date	Bank	Check	Vendor Name	Amount
11/07/2022	UTYCK	2962	LAKESIDE EQUIPMENT CORP.	22,294.00
11/07/2022	UTYCK	2963	MACALLISTER RENTALS	20,519.00
11/07/2022	UTYCK	2964	VILLARRUBIA, PATRICIA	200.00
11/07/2022	UTYCK	2965	TLS CONSTRUCTION	6,443.00
11/07/2022	UTYCK	2966	TRUE VALUE	9.49
11/07/2022	UTYCK	590003691 (E)	AT&T	269.10
11/07/2022	UTYCK	590003692 (E)	CONSUMERS ENERGY	27.64
11/07/2022	UTYCK	590003693 (E)	CONSUMERS ENERGY	177.46
11/07/2022	UTYCK	590003694 (E)	CONSUMERS ENERGY	121.15
11/07/2022	UTYCK	590003695 (E)	DTE ENERGY	576.62
11/07/2022	UTYCK	590003696 (E)	DTE ENERGY	154.66
11/07/2022	UTYCK	590003697 (E)	DTE ENERGY	103.66
11/21/2022	UTYCK	2967	BYRUM ACE HARDWARE	34.07
11/21/2022	UTYCK	2968	GENOA TOWNSHIP DPW	5,540.92
11/21/2022	UTYCK	2969	G-O WWTP	683.42
11/21/2022	UTYCK	2970	G-O WWTP VACTOR PAD	488.57
11/21/2022	UTYCK	2971	INGERSOLL-RAND INDUSTRIAL US INC	7,490.00
11/21/2022	UTYCK	2972	STANDARD ELECTRIC COMPANY	75.84
11/21/2022	UTYCK	2973	UIS SCADA	1,248.00
11/21/2022	UTYCK	590003698 (E)	DTE ENERGY	124.78
11/21/2022	UTYCK	590003699 (E)	DTE ENERGY	294.70
11/21/2022	UTYCK	590003700 (E)	DTE ENERGY	358.95
11/21/2022	UTYCK	590003701 (E)	DTE ENERGY	3,724.17
11/21/2022	UTYCK	590003702 (E)	DTE ENERGY	192.89
11/21/2022	UTYCK	590003703 (E)	DTE ENERGY	33.57
11/21/2022	UTYCK	590003704 (E)	DTE ENERGY	152.46

UTYCK TOTALS:

Total of 30 Checks:	122,595.61
Less 0 Void Checks:	0.00
Total of 30 Disbursements:	122,595.61

REPORT TOTALS:

Total of 75 Checks:	299,701.81
Less 0 Void Checks:	0.00
Total of 75 Disbursements:	299,701.81

*Agrees with Invoiced Register BK*