

**HOWELL TOWNSHIP BOARD**

**REGULAR MEETING**

3525 Byron Road

Howell, MI 48855

October 2, 2023

6:30 pm

1. Call to Order
2. Roll Call:     ( ) Mike Coddington                     ( ) Matthew Counts  
                  ( ) Sue Daus                             ( ) Jeff Smith  
                  ( ) Jonathan Hohenstein             ( ) Harold Melton  
  ( ) Bob Wilson
3. Pledge of Allegiance
4. Call to the Board
5. Approval of the Minutes:
  - A. Regular Board Meeting September 11, 2023
6. Correspondence
7. Call to the Public
8. Unfinished Business:
  - A. Planning Commission – Open Seat
  - B. Pioneer Cemetery – Snow Removal Bids
  - C. Guardian Alarm
9. New Business:
  - A. HAPRA – Tim Church
  - B. 2024 Meeting Dates
  - C. Sewer & Water Rate
  - D. ARPA Funds – Sidewalk Estimate
  - E. Huron Cemetery Maintenance – Contract Renewal
  - F. Planning Commission Appointment to the Zoning Board of Appeals
  - G. Pineview Village Purchase Agreement
  - H. Early Voting Agreement with Cohoctah Township and the City of Howell
10. Call to the Public
11. Reports:
  - A. Supervisor   B. Treasurer   C. Clerk   D. Zoning
  - E. Assessing   F. Fire Authority   G. MHOG   H. Planning Commission
  - I. ZBA         J. WWTP         K. HAPRA   L. Property Committee
  - M. Park & Recreation Committee
12. Closed Session:
  - Confidential Written Legal Opinion – Oakland Tactical v. Howell Township

13. Disbursements:  
    Regular and Check Register
14. Adjournment

**HOWELL TOWNSHIP REGULAR BOARD  
MEETING MINUTES**

3525 Byron Road Howell, MI 48855  
September 11, 2023  
6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington      Supervisor  
Sue Daus              Clerk  
Jonathan Hohenstein    Treasurer  
Matthew Counts        Trustee  
Jeff Smith              Trustee  
  
Bob Wilson              Trustee

**MEMBERS ABSENT:**

Harold Melton              Trustee

**Also in Attendance:**

Phil Westmoreland – Spicer Engineering  
John Bradley – Spicer Engineering  
Three people were in the audience.

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. Supervisor Coddington requested members to rise for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

September 11, 2023

Request by Wilson to add Oakland Tactical to the agenda as item 8 E.

**Motion** by Smith, **Second** by Hohenstein, **“To approve the September 11, 2023 meeting agenda as presented.”** Discussion followed. Motion carried.

**APPROVAL OF BOARD MEETING MINUTES:**

August 14, 2023

REGULAR BOARD MEETING MINUTES

**Motion** by Hohenstein, **Second** by Smith, **“To approve the August 14, 2023 meeting minutes as presented.”** Motion carried.

August 28, 2023

SPECIAL BOARD MEETING MINUTES

**Motion** by Hohenstein, **Second** by Smith, **“To approve the August 28, 2023 meeting minutes as presented.”** Motion carried.

**CORRESPONDENCE:**

No additions. No questions.

**CALL TO THE PUBLIC:**

None

**UNFINISHED BUSINESS:**

- A. Pioneer Cemetery Drainage Project  
Phil Westmoreland from Spicer Engineering discussed the project and the changes that were made and the claims from Trustee Wilson. **Motion** by Wilson, **“To pay Bowman on Friday if there is nothing earth-shattering that me and Mr. Spicer come up with on Friday at 3:00.”** Motion received no support. Discussion followed. **Motion** by Counts, **Second** by Hohenstein, **“To make final payment to Bowman Excavating for \$69,500.”** Motion carried.
  
- B. Cemetery Maintenance  
Treasurer Hohenstein discussed the Board’s previous motion regarding the contract for maintenance of the Township cemeteries. Discussion followed. Consensus of the Board to get snow plowing bids for Pioneer Cemetery and to put the lawn maintenance for the cemeteries out to bid for the 2024 mowing season.
  
- C. Compensation for Township Property  
Treasurer Hohenstein discussed compensating the sewer and water fund for the properties the Board has set aside for future general Township use. Discussion followed. Consensus of the Board to come back with more information.
  
- D. Hawk Meadows – Easement  
Treasurer Hohenstein discussed the request for a utility easement for Hawk Meadows and the Property Committee’s work on the easement. Hawk Meadows owner James Ottinger addressed the Board. Discussion followed. **Motion** by Hohenstein, **Second** by Wilson, **“To accept the utility easement for sewer and water, subject to attorney review, for \$5,000 and James Ottinger waiving all legal claims against the Township regarding their REUs.”** Motion carried.
  
- E. Oakland Tactical  
Discussion on Oakland Tactical. **Motion** by Counts, **Second** by Smith **“To table until such a time that a legal review can be provided.”** Motion carried.

**NEW BUSINESS:**

- A. Aileen Arledge – Request for Payment  
Aileen submitted a letter requesting payment for the 2022 elections and describing the circumstances surrounding the 2022 elections and treatment from previous Clerk Jean Graham and previous Deputy Clerk Angela Guillen. **Motion** by Wilson, **Second** by Hohenstein, **“To pay Aileen Arledge \$420 as requested.”** Motion carried.
  
- B. Peter Manwiller – Planning Commission Resignation  
**Motion** by Counts, **Second** by Hohenstein, **“To accept Peter Manwiller’s resignation from the Planning Commission as presented.”** Motion carried.
  
- C. Guardian Alarm  
Treasurer Hohenstein discussed the quote from Guardian Alarm for security system upgrades. Discussion followed. Consensus of the Board to gather more information and bring it back to the Board.

D. DTE – Proposed LED Conversion

Treasurer Hohenstein discussed the quote from DTE to convert the Township Hall’s lights to LED. Discussion followed. **Motion** by Smith, **Second** by Counts, **“To accept the quote for the DTE replacement to LED, provided it allows a replacement to be a bulb only and not the entire fixture of all of the lighting fixtures as presented.”** Motion carried.

E. Board of Review

Request from Assessor Kilpela for changes to the Board of Review membership. **Motion** by Counts, **Second** by Hohenstein, **“To appoint Jon Dekoninck to the Board of Review and add Rob Spaulding as the alternate for the remainder of the term ending 12/31/2024.”** Motion carried.

F. Property Sale – 22-Acres Tooley Road

Treasurer Hohenstein discussed the purchase agreement for 22-acres of vacant land on Tooley Road. Discussion followed. **Motion** by Hohenstein, **Second** by Smith, **“To accept the offer from Joss Construction for \$311,000 as presented.”** A roll-call vote was taken: Smith – yes, Hohenstein – yes, Coddington – yes, Counts – yes, Wilson – no, Daus - yes. Motion carried (5-1).

**Motion** by Hohenstein, **Second** by Smith, **“To accept resolution 09.23.528 authorization of property sale as presented.”** A roll-call vote was taken: Hohenstein – yes, Coddington – yes, Counts – yes, Daus – yes, Wilson – no, Smith – yes. Motion carried (5-1).

10. **CALL TO THE PUBLIC:**

Bill Graham: Spoke on the Pioneer Cemetery project, Bowman Excavating, his relationship with the Bowman family, and previously made derogatory comments about the Grahams by Trustee Wilson.

11. **REPORTS:**

A. SUPERVISOR:

B. TREASURER:

Discussed Tribar Manufacturing utility bills and water shut-off notices, updated the Board on the Brewer Road private drain agreement, and updated the Board on summer tax collection.

C. CLERK:

D. ZONING:

No report submitted.

E. ASSESSING:

(See Assessor Kilpela’s report)

Request from Assessor Kilpela for continuing education. **Motion** by Smith, **Second** by Counts, **“To approve the expenditure of \$425.50 back to Mr. Kilpela for his training and stay during that training.”** Motion carried.

F. FIRE AUTHORITY:

Supervisor Coddington reported on the Fire Authority meeting.

G. MHOG:

Trustee Counts reported on the MHOG meeting.

H. PLANNING COMMISSION:

Trustee Counts reported on the Planning Commission.

I. ZONING BOARD OF APPEALS (ZBA):

There was no ZBA meeting in August.

J. WWTP:

(See Treasurer Hohenstein's report)

K. HAPRA:

No report submitted. **Motion** by Hohenstein, **Second** by Counts, **"To appoint Sue Daus as the Howell Township HAPRA Board member."** Motion carried.

L. PROPERTY COMMITTEE:

(See Treasurer Hohenstein's report) Treasurer Hohenstein updated the Board on Pineview Village.

M. PARK & RECREATION COMMITTEE:

No report submitted. Treasurer Hohenstein updated the Board on the status of the Recreation Master Plan.

**DISBURSEMENTS: REGULAR PAYMENTS AND CHECK REGISTER:**

**Motion** by Hohenstein, **Second** by Smith, **"To accept the disbursements as presented and any normal and customary payments for the month."** Motion carried.

**ADJOURNMENT:** **Motion** by Counts, **Second** by Hohenstein, **"To adjourn."** Motion carried. The meeting was adjourned at 8:16pm.

\_\_\_\_\_  
Sue Daus, Howell Township Clerk

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

\_\_\_\_\_  
Carol Makushik, Recording Secretary

**Howell Township Treasurer**

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**From:** Colleen M Ewald [REDACTED]  
**Sent:** Wednesday, September 13, 2023 11:54 AM  
**To:** Howell Township Treasurer  
**Subject:** open position

Good morning –

I was checking the Township site for some information and saw the post about an open planning commission position.

I am interested in learning more & participating. I love living in Howell Township and I hope that it continues to offer the welcoming country living atmosphere I've experienced the last 6 years since I moved here.

I can be reach via phone if a conversation is warranted [REDACTED]

Thanks,  
Colleen Ewald  
742 John Ward Dr.  
Howell, MI 48855

Sent from [Mail](#) for Windows

## Howell Township Clerk

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**From:** Andrew Hamm <[REDACTED]>  
**Sent:** Wednesday, July 5, 2023 9:02 AM  
**To:** Howell Township Clerk  
**Subject:** Fwd: Planning commission opening

----- Forwarded message -----

**From:** Andrew Hamm <[REDACTED]>  
**Date:** Thu, Feb 9, 2023, 4:50 PM  
**Subject:** Planning commission opening  
**To:** Howell Township Clerk <[clerk@howelltownshipmi.org](mailto:clerk@howelltownshipmi.org)>

Dear Jean I'm interested in the open position on the planning commission board. I would like to participate in the planning of our community. I have lived in livingston County for the past 25 years and in howell township for the last almost 8 years. I also think that my over 25 years of construction experience and being a state licensed plumber and Pipefitter could be very helpful. Thank you for considering me for this position Andrew hamm

On Mon, Jan 9, 2023, 1:30 PM Howell Township Clerk <[clerk@howelltownshipmi.org](mailto:clerk@howelltownshipmi.org)> wrote:

Andrew,

Per your conversation with the Supervisor, the Township does not televise their meetings.

*Jean Graham*

*Clerk Howell Township*

*[clerk@howelltownshipmi.org](mailto:clerk@howelltownshipmi.org)*

*(517)546-2817 ext 106*

**From:** Andrew Hamm [mailto:[REDACTED]]  
**Sent:** Monday, January 9, 2023 12:38 PM



**From:** [Jim McEvoy](#)  
**To:** [Howell Township Treasurer](#)  
**Subject:** Re: Township Service  
**Date:** Monday, September 25, 2023 11:09:49 AM

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Hi Johathan,

I would like to express my interest in the planning commission . As stated before I have a degree in chemistry, Have 45 years of experience in the polyurethane industry. I have designed various mechanical pieces of equipment, These include a chemical mix facility, polyurethane manufacturing lines, and vacuum crushers for foam. In addition I have experience in environmental concerns. I have 9 US patents and 17 technical articles as sole and co authors. I have managed 20 technical professionals with \$2 million salary and project budget in excess of \$5 million. I write machine specifications and clearly understand the amount of detail to deliver on time and budget. I positive I can learn and contribute in a meaningful way

Look forward to hearing from you.

Jim

Howell Township Board Members,

Sept. 26, 2023

I would like to express my interest in the opening on the Planning Commission.

I have been a longtime County resident since 1996, slightly over 27 years.

As most of you may know, I am currently a Township Zoning Board of Appeals member and have served in that position for over 3 years with a 100% meeting attendance during that time. I am currently serving as the Chairperson and have recently completed the Michigan State University ZBA Online Certificate Course on my own accord to help with my proficiency in that position.

I understand that appointment to the Planning Commission would require me to relinquish the Chair position, but feel that the experience and cross training I have received on the ZBA would be beneficial to decisions made at the Planning Commission level.

Again, as most of you know, I have attended nearly all of not only the Township Board meetings, but also the Township Planning Commission meetings for the last three years. In addition, I regularly attend the County Board of Commissioners meetings, and when I can, the County Planning Commission meetings with an occasional Road Commission Board of Commissioners meeting thrown in. I also volunteered and served as a Township Precinct Chair/Election Inspector for the 2022 Primary and General election.

I mention these as it has been an intangible experience to watch and at times interact with the various issues faced by the Boards over the years and how they are/are not dealt with. I believe the information gained from current and past agenda items from the various Boards of not only the Township, but the County as well, would be a great benefit while serving on the Planning Commission and the decision making processes of that Board as development of the Township progresses.

My experience of nearly 29 years of serving as a Law Enforcement Officer on the streets of a former farming community that evolved into a sizable city with a daytime population that exceeded 175,000, gives a unique insight on what could be viewed as positive sustainable development, and at times, what some would consider not so positive. This included various housing developments, businesses, road/traffic issues, environmental concerns, infrastructure demands and at times the types of crime that followed. I had a front seat, real life experience with many of these issues and at times experienced their creation, evolution, and sometimes their demise. These are all issues I feel are important to consider when making decisions for the future of development in our Township.

Respectfully,  
Tim Boal



**Howell Township Treasurer**

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**From:** Dustin Sharpe <sales@sharpesoutdoorservices.com>  
**Sent:** Thursday, September 14, 2023 10:18 AM  
**To:** Howell Township Treasurer  
**Subject:** Re: Pioneer Cemetery Snow Plowing

Hi Jonathan we have always charged \$50 per plow. With fuel prices this year we could do it for \$75 per push

On Thu, Sep 14, 2023, 9:13 AM Howell Township Treasurer <[treasurer@howelltownshipmi.org](mailto:treasurer@howelltownshipmi.org)> wrote:

The Howell Township Board is seeking bids for snow plowing at Pioneer Cemetery on Burkhart Road for this winter season. You are receiving this email because you submitted bids earlier this year to Howell Township. Attached is the bidding request. Should you have any questions please let me know.

Thanks,

Jonathan

Howell Township Treasurer

[treasurer@howelltownshipmi.org](mailto:treasurer@howelltownshipmi.org)

517-546-2817

# CERTIFICATE OF INSURANCE

Scan Code  
**CERT**

FARM BUREAU MUTUAL INSURANCE COMPANY OF MICHIGAN  
 FARM BUREAU GENERAL INSURANCE COMPANY OF MICHIGAN

Lansing, Michigan 48909  
 Email to: CommercialAllOther@fbinsmi.com  
 Fax to: 877-822-2875

Name and Address of Certificate Holder:

**Howell Township  
 3525 Byron Rd  
 Howell MI 48855**

AMENDED

Named Insured and Address:

**Sharpes Outdoor Services LLC  
 PO Box 38  
 Lakeland, MI 48143**

Issue Date: **09/20/2023**

This is to certify that the following policy(ies) of insurance has (have) been or will be issued by the Company to the Named Insured. This certificate is not a guarantee that the policy(ies) will remain in effect until its (their) stated expiration date. In the event of cancellation of any of the insurance policies before the expiration date, the Company will endeavor to mail notice of such cancellation to the Certificate Holder designated above at the Certificate Holder's last known address, but failure to mail such notice shall impose no obligation or liability of any kind upon the Company. This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This certificate does not amend, extend, or alter the coverage afforded by the policy(ies) of insurance indicated below. The information conveyed in this Certificate of Insurance is only valid for the indicated policy periods. Certificates of Insurance for subsequent policy periods must be requested by the Certificate Holder.

Type of Insurance	Policy Number	Policy Period	Limits of Liability
Business Auto Liability <input type="checkbox"/> Any Auto (Symbol 1) <input type="checkbox"/> Owned Autos (Symbol 2) <input checked="" type="checkbox"/> Specifically Described Autos (Symbol 7) <input type="checkbox"/> Hired Auto (Symbol 8) <input type="checkbox"/> Non-Owned Auto (Symbol 9)	<b>BAP-3171717</b>	Eff. <b>10/23/2022</b>  Exp. <b>10/23/2023</b>	Combined Single Limit Each Accident \$ <b>1,000,000</b>
Worker's Disability Compensation	<b>WCC-3171716</b>	Eff. <b>10/23/2022</b> Exp. <b>10/23/2023</b>	Coverage A - Statutory Coverage B - Bodily Injury by Accident \$ <b>500,000</b> Each Accident (Employer's Liab.) Bodily Injury by Disease \$ <b>500,000</b> Each Employee Bodily Injury by Disease \$ <b>500,000</b> Policy Limit
Comprehensive General Liability or Commercial Package <input checked="" type="checkbox"/> Including <input type="checkbox"/> Excluding Products-Completed Operations <input type="checkbox"/> Personal Injury and Advertising Injury Liability Coverage is included <input checked="" type="checkbox"/> Hired Auto <input checked="" type="checkbox"/> Non-Owned Auto <input type="checkbox"/> CERTIFICATE HOLDER is an Additional Insured <input type="checkbox"/> Excluding:	<b>S-3171715</b>	Eff. <b>10/23/2022</b> Exp. <b>10/23/2023</b>	Each Occurrence \$ <b>1,000,000</b> Products Aggregate \$ <b>2,000,000</b> General Aggregate \$ <b>2,000,000</b>  Medical Payments Limit \$ <b>10,000</b>
Owners and Contractors Protective Liability		Eff. Exp.	Each Occurrence \$ General Aggregate \$
Umbrella Liability		Eff. Exp.	Limit \$
Farmowners Liability Including Products Business Pursuits <input type="checkbox"/> Excluded <input type="checkbox"/> Included		Eff. Exp.	Limit \$ Type: Describe:
Other		Eff. Exp.	

*X CJ Griffin*

Authorized Signature

**5014**

Agent Number

**(517) 548-6600**

Agent Phone Number

**Howell Township Treasurer**

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**From:** Polcyn, Mark <mpolcyn@guardianalarm.com>  
**Sent:** Monday, September 18, 2023 6:23 PM  
**To:** Howell Township Treasurer  
**Subject:** Revised Guardian Alarm Proposal  
**Attachments:** Gaurdian Alarm Qquote - Howell Township 9.18.23.docx

Hi Jonathan,

Attached is the revised proposal adding in cameras for 2-way audio. While it is illegal to listen in on conversations with someone unknowingly aware of being recording. I was mistakenly in the law for public hearings. Below is an excerpt from Michigan Recording Law outlining its position. My apology.

The initial cameras I quoted prior did not have voice recording capabilities hence the additional expense.

**Public Meetings**

When you attend a public meeting (i.e., a meeting of a governmental body required to be open to the public by law), Michigan law gives you the right to make video and sound recordings of the meeting and to broadcast live. The exercise of this right is not dependent on prior approval by the public body, but the public body may establish reasonable rules and regulations to avoid disruption of meetings. Mich. Comp. Laws § 15.263(1).



**Ask Me about Virtual GUARDIAN**

**Mark Polcyn**  
Commercial Security Specialist

**Guardian Alarm**  
26711 Northwestern Highway | Southfield, MI | 48033  
C: 248.225.6954 | F: 248.423.1093

***Securing what matters most.***



Thursday, September 21, 2023

**Howell Township**  
**ATTN: Jonathan Hohenstein**  
**3525 Byron Road**  
**Howell, MI 48855**

Hi Jonathan,

Attached is the revised proposal for Howell Township.

**CCTV:**

- 4-camera Alarm.com 2MP bullet fixed lens with 2 way audio
  - ADC Pro-Series CSVR
  - 2 placed in the board room.
  - 2 placed in the adjacent hallway – one facing the board room; one facing the opposite hallway leading to the main office.
- Equipment and Installation: \$2,440 / \$38 per month for maintenance

**Burglary:**

- The current panel does not have a LTE radio. Communication is done by telephone line. Removing the phone line will save you a monthly fee on your telephone carrier.
- Replacing current panel with a DMP XR150 and adding:
  - 2 zone expanders to accommodate the 30 zones you currently have
  - Installing a LTE radio
  - Remote connectivity with DMP app to control the system from your phone
- Equipment and installation: \$1,785 / \$37 per month for maintenance and monitoring

**Fire:**

- The current communication of your fire panel is through a landline.
  - By next year, most fire departments are requiring all fire monitoring to be done by radio, not landlines.
  - Adding 1 Telguard fire radio
- Equipment and installation: \$585 / \$29 per month for radio monitoring.

I would be happy to discuss these options over the phone. Please contact me with any questions whatsoever.

Kind Regards,

**Mark Polcyn**  
**Commercial Sales Consultant**  
**Guardian Alarm Company**  
[mpolcyn@guardianalarm.com](mailto:mpolcyn@guardianalarm.com)  
**Mobile: 248-225-6954**

# HOWELL recreation

10/2/2023

To: Supervisor Coddington and the Howell Township Trustees  
From: Tim Church, Executive Director, Howell Area Parks and Recreation Authority  
**Request Approval of the Howell Area Parks and Recreation Authority 2024 Budget**

Each year, the Howell Area Parks and Recreation Authority (HAPRA) must seek approval of our annual budget from the participating municipalities. The focus of our presentation each year is to discuss the rate increase to those participating municipalities. This year's CPI increased 3.8%.

**2023 contribution currently \$120,000**  
**2024 ask is an increase of \$4,500 for total of \$124,500**

The rest of the 2024 budget revenues are all based on annual revenues trends, our programs and event are growing, and we do reflect that in our revenues in a conservative manor. Our expenses reflect a standard increase due to inflation and wage increases.

I will be in attendance at the October 2<sup>nd</sup> board meeting to handle any questions regards to this matter or any other questions in our budget proposal.

Thank you again for your continual support for recreation and for the support of the Howell Area Parks and Recreation Authority,

Best Regards  
Tim Church  
Executive Director  
Howell Area Parks and Recreation Authority



09/18/2023

BUDGET REPORT FOR HOWELL AREA PARKS AND RECREATION  
Calculations As Of 12/31/2024

GL Number	Description	2022	2022	2023	2023	2024	2024
		Activity	Amended Budget	Activity	Amended Budget	DEPARTMENT REQUESTED	FINANCE REVIEW
Fund: 208 PARKS & REC AUTHORITY							
Account Category: Estimated Revenues							
208-751-587.001	PK/RC MARION TWP PARTICIPATION	113,500.00	113,500.00	90,000.00	120,000.00	124,500.00	124,500.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	113,500.00	113,500.00	90,000.00	120,000.00	124,500.00	124,500.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	113,500.00	113,500.00	90,000.00	120,000.00	124,500.00	124,500.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	113,500.00	113,500.00	90,000.00	120,000.00	124,500.00	124,500.00
208-751-587.006	PK/RC HOWELL TWP PARTICIPATION	113,500.00	113,500.00	90,000.00	120,000.00	124,500.00	124,500.00
208-751-650.106	FACILITY MEMBERSHIPS	85,004.87	100,000.00	106,938.63	88,500.00	130,000.00	130,000.00
208-751-651.020	BENNETT BLDG RENTAL FEES	640.00	740.00	195.00	200.00	0.00	0.00
208-751-651.022	OCEOLA BLDG RENTAL FEES	56,784.50	80,000.00	65,780.00	81,000.00	70,000.00	75,000.00
208-751-651.026	GYMANASIUM RENTALS	30,288.60	31,000.00	36,973.35	32,800.00	35,000.00	35,000.00
208-751-665.000	INVESTMENT INTEREST	390.35	400.00	1,629.01	600.00	1,800.00	1,800.00
208-751-671.002	MISC REVENUES	605.02	600.00	2,471.58	2,300.00	500.00	500.00
208-751-675.026	GIFT CERTIFICATE	110.00	100.00	0.00	250.00	0.00	0.00
208-751-675.075	DOG PARK MAINT SERV FEES	5,000.00	5,000.00	2,500.00	5,000.00	0.00	0.00
208-751-678.010	SPONSORSHIP FEES	7,250.00	15,000.00	5,900.00	11,000.00	2.00	15,000.00
208-751-678.013	YOUTH SCHOLARSHIP FUND	0.00	0.00	0.00	0.00	0.00	0.00
208-751-691.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00
Estimated Revenues		753,573.34	800,340.00	672,387.57	821,650.00	859,802.00	879,800.00
Account Category: Appropriations							
208-751-702.001	SAL & WAGES DIRECTOR	66,253.80	66,000.00	48,460.22	70,233.39	72,691.56	72,691.56
208-751-702.003	SAL & WAGES - BUSINESS MANAGER	41,803.82	41,536.00	32,233.88	46,000.00	51,815.90	51,815.90
208-751-702.004	SAL & WAGES - OPERATIONS MGR	40,364.84	40,138.00	27,759.05	29,809.68	24,996.40	24,996.40
208-751-702.024	SAL & WAGES -MARKETING	25,377.01	25,100.00	23,353.58	29,183.60	24,756.60	24,745.60
208-751-702.030	SAL & WAGES FRONT OFFICE	73,478.14	69,245.66	57,879.20	90,000.00	87,000.00	87,000.00
208-751-702.034	SAL & WAGE FACILITIES MAINT/COORD	63,053.50	58,000.00	56,807.29	75,000.00	84,000.00	84,000.00
208-751-713.000	EMPLOYER SHARE FICA	24,511.38	24,500.00	19,456.97	26,027.34	30,116.05	30,116.05
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	13,717.91	14,000.00	8,836.29	18,040.00	14,000.00	14,000.00
208-751-714.002	EMP DISABILITY /LIFE INSURANCE	1,584.48	1,585.00	0.00	0.00	0.00	0.00
208-751-714.004	ICMA RETIREMENT	37,850.00	37,850.00	6,221.10	20,510.06	21,716.84	21,716.84
208-751-727.000	OFFICE SUPPLIES	1,374.25	1,375.00	904.95	1,500.00	1,500.00	1,500.00
208-751-730.000	POSTAGE	1,214.05	1,220.00	984.55	5,000.00	1,500.00	1,500.00
208-751-740.000	OPERATING SUPPLIES - GENL	885.06	900.00	169.42	1,500.00	1,500.00	1,500.00
208-751-740.026	OPERATING SUPPLIES SHIRTS/BADGES	0.00	0.00	1,980.50	2,500.00	1,500.00	1,500.00
208-751-751.000	GASOLINE & DIESEL FUEL	2,232.78	2,250.00	1,878.90	3,000.00	3,000.00	3,000.00
208-751-801.000	PROFESSIONAL SERVICES	47,223.12	47,225.00	31,328.28	30,000.00	50,000.00	50,000.00
208-751-804.000	CONTRACTUAL SERVICES	15,196.00	15,200.00	10,860.00	12,000.00	15,000.00	15,000.00
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	2,220.08	2,220.00	2,279.52	3,000.00	3,000.00	3,000.00
208-751-850.000	COMMUNICATION - TELEPHONES	10,543.42	10,545.00	7,595.44	10,000.00	11,000.00	11,000.00
208-751-850.008	COMMUNICATION - INTERNET & CABLE	17,830.91	17,835.00	11,956.39	19,000.00	19,800.00	19,800.00
208-751-850.030	COMMUNICATIONS INTERNET YOUTH CNTR	0.00	0.00	0.00	0.00	0.00	0.00
208-751-860.000	TRAVEL	4,713.88	4,720.00	4,055.43	6,000.00	7,000.00	7,000.00
208-751-900.000	MARKETING, PRINTING & PUBLISHING	6,742.47	6,700.00	5,459.55	15,000.00	8,210.00	10,000.00
208-751-910.000	INSURANCE	36,234.58	36,500.00	33,191.88	40,500.00	45,000.00	45,000.00
208-751-920.000	UTILITIES - ELECTRICITY	5,861.38	5,000.00	5,398.04	6,500.00	7,300.00	7,300.00
208-751-920.001	UTILITIES - GAS	7,740.34	7,740.00	5,254.76	6,500.00	8,000.00	8,000.00
208-751-920.002	UTILITIES - WAT / SEW	1,976.50	1,500.00	1,290.45	2,000.00	2,300.00	2,300.00
208-751-920.003	UTILITIES - RUBBISH	794.44	800.00	600.93	900.00	960.00	960.00

208-751-920.012	UTILITIES - ELEC/OCEOLA	42,735.09	40,000.00	33,401.91	48,000.00	50,000.00	50,000.00
208-751-920.013	UTILITIES - GAS/OCEOLA	9,646.91	8,000.00	9,926.13	12,000.00	12,500.00	12,500.00
208-751-920.014	UTILITIES - WATER/OCEOLA	1,296.83	900.00	1,050.94	1,500.00	2,500.00	2,500.00
208-751-920.015	UTILITIES - RUBBISH/OCEOLA	678.69	678.69	581.58	850.00	900.00	900.00
208-751-920.030	UTILITIES - ELECTRICTY YOUTH CNTR	0.00	0.00	0.00	0.00	0.00	0.00
208-751-920.031	UTILITIES - GAS YOUTH CNTR	0.00	0.00	0.00	0.00	0.00	0.00
208-751-920.032	UTILITEIS - WATER/SEWER YOUTH CNTR	0.00	0.00	0.00	0.00	0.00	0.00
208-751-930.000	GROUNDS MAINTENANCE BENNETT	3,824.84	3,824.84	3,186.17	4,000.00	4,000.00	4,000.00
208-751-930.006	REPAIR & MAINT - VEHICLES	246.61	246.61	166.22	2,000.00	1,000.00	1,000.00
208-751-930.014	GROUNDS MAINTENANCE OCEOLA	35,913.86	36,000.00	27,312.39	45,000.00	45,000.00	45,000.00
208-751-931.000	BLDG R&M BENNETT	10,278.13	10,300.00	3,630.71	8,000.00	8,000.00	8,000.00
208-751-931.014	BLDG R &M OCEOLA	7,482.18	7,500.00	11,179.32	10,000.00	12,000.00	12,000.00
208-751-940.000	EQUIPMENT RENTAL	36,850.59	37,000.00	25,444.31	35,000.00	40,000.00	40,000.00
208-751-940.040	FACILITY RENT	24,000.00	24,000.00	20,000.00	24,000.00	24,000.00	24,000.00
208-751-956.000	MISCELLANEOUS	2,524.05	2,525.00	568.89	1,045.93	500.00	500.00
208-751-956.003	BANK CHARGES & FEES	17,479.68	17,500.00	18,993.67	18,000.00	28,000.00	28,000.00
208-751-957.000	EDUCATION / TRAINING	20.00	20.00	280.00	600.00	100.00	100.00
208-751-970.000	CAPITAL OUTLAY / EQUIPMENT	0.00	0.00	0.00	0.00	0.00	6,065.65
208-751-980.000	OFFICE EQUIPMENT	0.00	0.00	671.59	750.00	2,500.00	2,500.00
208-751-980.004	EQUIP / COMPUTER HARDWARE	5,604.15	5,604.15	0.00	1,200.00	1,700.00	1,700.00
208-751-980.005	EQUIPMENT/COMPUTER SOFTWARE	55,564.05	55,564.05	31,302.26	30,000.00	35,000.00	35,000.00
208-751-991.000	PRINCIPAL	10,992.00	10,992.00	9,160.00	10,000.00	10,992.00	10,992.00
208-999-999.099	ESTIMATED CY FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Appropriations		815,915.80	800,340.00	603,052.66	821,650.00	876,355.35	884,200.00

Fund 208 - PARKS & REC AUTHORITY:

TOTAL ESTIMATED REVENUES		753,573.34	800,340.00	672,387.57	821,650.00	859,802.00	879,800.00
TOTAL APPROPRIATIONS		815,915.80	800,340.00	603,052.66	821,650.00	876,355.35	884,200.00
NET OF REVENUES & APPROPRIATIONS:		(62,342.46)	0.00	69,334.91	0.00	(16,553.35)	(4,400.00)

Fund: 214 YOUTH SPORTS

Account Category: Estimated Revenues

214-751-650.006	GENOA SOCCER FIELD RENTALS	16,280.00	17,000.00	14,805.00	7,500.00	10,000.00	10,000.00
214-751-650.050	PROGRAM FEES - VOLLEYBALL	10,840.00	11,450.00	14,532.00	15,000.00	18,000.00	18,000.00
214-751-650.051	PROGRAM FEES - ENRICHMENT	21,537.00	21,537.00	19,166.00	17,000.00	16,000.00	22,000.00
214-751-650.052	PROGRAM FEES - PICKLEBALL	0.00	0.00	1,575.00	2,500.00	2,500.00	2,500.00
214-751-650.053	PROGRAM FEES - SOCCER	107,355.00	107,355.00	140,263.50	120,000.00	125,000.00	135,000.00
214-751-650.054	PROGRAM FEES - BASKETBALL	40,952.00	41,000.00	14,812.00	30,000.00	35,000.00	38,000.00
214-751-650.055	PROGRAM FEES - SPECIAL EVENTS	(102.66)	(102.66)	0.00	0.00	0.00	0.00
214-751-650.094	PROGRAM FEES - SOFTBALL	2,630.00	2,630.00	4,650.00	2,300.00	3,500.00	3,500.00
214-751-650.102	DROP IN SPORTS	11,013.40	10,000.00	8,393.40	10,000.00	10,000.00	10,000.00
214-751-651.009	PAGE FIELD RENTAL	0.00	0.00	4,845.00	0.00	0.00	0.00
214-751-678.095	SPONSORSHIP FEES - YOUTH SPORTS	3,250.85	3,250.85	5,226.35	4,500.00	5,000.00	7,500.00
Estimated Revenues		213,755.59	214,120.19	228,268.25	208,800.00	225,000.00	246,500.00

Account Category: Appropriations

214-751-702.004	SAL & WAGES OPERATION MANAGER	0.00	0.00	6,211.50	12,423.20	12,423.00	21,736.00
214-751-702.080	SAL & WAGES YOUTH SPORTS MGR	41,140.00	41,600.00	29,287.33	42,848.00	42,848.00	44,137.60
214-751-702.081	SAL & WAGES YOUTH SPORTS COORDINATORS	27,006.39	26,900.00	14,788.96	25,000.00	27,000.00	31,300.00
214-751-702.083	SAL & WAGES - YOUTH FACILITIES COOR	0.00	0.00	0.00	0.00	0.00	0.00
214-751-713.000	EMPLOYER SHARE FICA	5,816.03	5,732.87	4,163.56	5,190.37	5,000.00	5,671.53
214-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	1,000.00	500.00	1,000.00	1,000.00	1,000.00
214-751-714.002	EMP DISABILITY /LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
214-751-714.004	ICMA RETIREMENT	5,200.00	5,200.00	1,102.40	4,284.80	4,284.80	4,413.76
214-751-727.000	OFFICE SUPPLIES	0.00	0.00	29.62	0.00	0.00	0.00
214-751-740.000	OPERATING SUPPLIES	2,891.39	2,900.00	3,393.62	3,600.00	4,500.00	4,500.00

214-751-740.080	OPER SUPPLIES/VOLLEYBALL	681.25	1,500.00	1,455.40	1,500.00	2,000.00	2,000.00
214-751-740.081	OPER SUPP/ SOCCER	21,634.29	21,495.64	26,166.74	30,000.00	30,000.00	30,000.00
214-751-740.082	OPER SUPP/ SPECIAL EVENTS	299.08	300.00	0.00	0.00	0.00	0.00
214-751-740.083	OPERATING SUPPLIES - PICKLEBALL	0.00	0.00	2,507.91	2,000.00	2,500.00	2,500.00
214-751-740.086	OPERATING SUPPLIES - BASKETBALL	6,120.63	6,200.00	7,378.36	9,500.00	11,000.00	11,000.00
214-751-801.017	BACKGROUND CHECKS	888.00	890.00	1,720.50	3,500.00	3,500.00	2,500.00
214-751-804.008	CONTRACT SERV - INSTRUCTORS	7,380.00	7,380.00	4,902.00	4,500.00	7,000.00	9,000.00
214-751-804.009	CONTRACT SERV - OFFCL /COACHES	4,872.50	6,000.00	3,735.00	7,000.00	8,000.00	8,000.00
214-751-804.010	CONTRACT SERV - FIELD MAINTENANCE	31,149.80	31,150.00	24,689.50	40,000.00	45,000.00	35,000.00
214-751-840.000	DUES & MEMBERSHIPS	183.33	183.33	165.00	200.00	200.00	200.00
214-751-860.000	CONFERENCE /TRANSPORTATION	589.72	600.00	857.03	1,000.00	1,000.00	1,000.00
214-751-920.002	UTILITIES - WAT / SEW	0.00	0.00	3,060.98	3,000.00	4,000.00	4,000.00
214-751-942.001	PORTA JOHN RENTALS	3,195.96	3,200.00	2,818.50	4,000.00	4,500.00	4,500.00
214-751-957.000	EDUCATION / TRAINING	0.00	0.00	80.00	200.00	200.00	200.00
214-751-970.000	CAPITAL OUTLAY EQUIP	6,051.85	51,888.35	(89.97)	8,053.63	7,844.20	22,141.11
214-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	0.00	0.00	0.00	1,700.00	1,700.00
214-999-999.099	ESTIMATED CY FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Appropriations		166,100.22	214,120.19	138,923.94	208,800.00	225,500.00	246,500.00

Fund 214 - YOUTH SPORTS:

TOTAL ESTIMATED REVENUES		213,755.59	214,120.19	228,268.25	208,800.00	225,000.00	246,500.00
TOTAL APPROPRIATIONS		166,100.22	214,120.19	138,923.94	208,800.00	225,500.00	246,500.00
NET OF REVENUES & APPROPRIATIONS:		47,655.37	0.00	89,344.31	0.00	(500.00)	0.00

Fund: 216 FESTIVALS

Account Category: Estimated Revenues

216-751-650.003	PROGRAM FEES SPECIAL EVENTS	23,755.12	40,000.00	16,329.63	20,000.00	20,000.00	20,000.00
216-751-671.013	MISC REVENUES - SPECIAL EVENTS	0.00	0.00	0.00	0.00	0.00	0.00
216-751-675.101	FUNDRAISING - SPECIAL EVENTS	0.00	0.00	1,341.31	1,000.00	1,500.00	2,500.00
216-751-678.039	PROGRAM FEES - MELON FESTIVAL	0.00	0.00	8,867.00	15,000.00	10,000.00	10,000.00
216-751-678.040	SPONSORSHIP FEES MELON FESTIVAL	21,595.00	25,000.00	35,214.00	32,000.00	30,000.00	36,072.99
216-751-678.041	STREET VENDOR FEES MELON	0.00	0.00	15,532.50	15,000.00	14,000.00	15,000.00
216-751-678.042	FESTIVAL TENT MELON FEST	17,254.00	18,000.00	19,352.75	18,000.00	18,000.00	18,000.00
216-751-678.046	MISC REVENUE MELON FEST	227.00	227.00	0.00	0.00	0.00	0.00
216-751-678.047	SPONSORSHIP FEES MELON RUN	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	15,000.00
216-751-678.048	PROGRAM FEES MELON RUN	16,101.94	16,101.94	20,074.15	17,500.00	18,000.00	20,000.00
216-751-678.049	FOOD VENDOR FEES MELON	6,475.00	6,475.00	6,650.00	10,000.00	10,000.00	10,000.00
216-751-678.050	SPONSORSHIP FEES LEGEND	9,500.00	15,000.00	550.00	12,000.00	8,000.00	8,000.00
216-751-678.053	MISC REVENUE LEGEND	0.00	0.00	0.00	0.00	0.00	0.00
216-751-678.054	PROGRAM FEES - LEGENDS	0.00	0.00	0.00	2,500.00	1,000.00	1,000.00
216-751-678.057	SPONSORSHIP FEES HORSEMAN RUN	960.00	4,000.00	0.00	4,000.00	5,000.00	7,500.00
216-751-678.058	PROGRAM FEES HORSEMAN RUN	16,508.47	17,500.00	3,351.00	14,000.00	15,500.00	15,500.00
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	4,100.00	5,000.00	5,350.00	10,000.00	9,000.00	10,000.00
Estimated Revenues		126,476.53	157,303.94	142,612.34	181,000.00	170,000.00	188,572.99

Account Category: Appropriations

216-751-702.001	SAL & WAGES FESTIVAL DIRECTOR	37,792.00	37,440.00	29,935.53	41,600.00	44,000.00	44,137.60
216-751-702.004	SAL & WAGES OPERATIONS MANAGER	2,432.25	2,432.25	2,011.10	7,453.92	7,500.00	5,434.00
216-751-702.024	SAL & WAGES -MARKETING	0.00	0.00	0.00	0.00	0.00	5,000.00
216-751-702.103	SALARY & WAGES STAFF	15,650.70	16,000.00	12,826.14	17,400.00	16,500.00	17,400.00
216-751-713.000	EMPLOYER SHARE FICA	2,891.08	3,000.00	2,564.54	5,083.72	5,000.00	4,707.63
216-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	1,000.00	500.00	1,000.00	1,000.00	1,000.00
216-751-714.002	EMP DISABILITY /LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
216-751-714.004	ICMA RETIREMENT	4,680.00	3,744.00	1,206.40	4,160.00	4,400.00	4,413.76
216-751-727.000	OFFICE SUPPLIES	212.67	212.67	39.00	115.00	200.00	100.00
216-751-730.000	POSTAGE	230.17	100.00	0.00	100.00	200.00	100.00

216-751-740.000	OPERATING SUPPLIES	13.98	15.00	266.76	1,000.00	1,000.00	500.00
216-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	23,652.10	24,500.00	12,208.89	19,500.00	15,500.00	20,000.00
216-751-740.102	OPER SUPP MELON FESTIVAL	38,274.63	38,270.70	50,485.64	47,800.00	48,000.00	50,000.00
216-751-740.106	OPER SUPP MELON RUN	7,302.46	7,302.46	10,142.23	5,800.00	5,900.00	10,000.00
216-751-740.201	OPER SUPP LEGEND OF SLEEPY HOWELL	12,201.50	9,500.00	0.00	10,000.00	6,000.00	6,000.00
216-751-740.203	OPER SUPPLIES HEADLESS HORSEMAN RUN	9,839.58	4,000.00	0.00	3,500.00	3,500.00	7,500.00
216-751-840.000	DUES & MEMBERSHIPS	724.33	333.33	165.00	200.00	680.00	680.00
216-751-860.000	CONFERENCE /TRANSPORTATION	1,479.38	1,028.66	905.78	1,000.00	1,500.00	1,500.00
216-751-900.000	PRINTING & PUBLISHING	1,889.00	1,900.00	1,770.56	3,500.00	3,000.00	3,000.00
216-751-942.001	PORTA JOHN RENTALS	6,055.00	6,494.87	5,840.00	6,000.00	6,000.00	7,000.00
216-751-956.000	MISCELLANEOUS	0.00	0.00	18.50	0.00	0.00	0.00
216-751-957.000	EDUCATION / TRAINING	30.00	30.00	40.00	100.00	120.00	100.00
216-751-964.001	PROGRAM REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
216-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	0.00	3,987.36	0.00	0.00
216-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	0.00	1,459.91	1,700.00	0.00	0.00
216-999-999.099	ESTIMATED CY FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Appropriations		166,350.83	157,303.94	132,385.98	181,000.00	170,000.00	188,572.99

Fund 216 - FESTIVALS:

TOTAL ESTIMATED REVENUES		126,476.53	157,303.94	142,612.34	181,000.00	170,000.00	188,572.99
TOTAL APPROPRIATIONS		166,350.83	157,303.94	132,385.98	181,000.00	170,000.00	188,572.99
NET OF REVENUES & APPROPRIATIONS:		(39,874.30)	0.00	10,226.36	0.00	0.00	0.00

Fund: 217 PRESCHOOL

Account Category: Estimated Revenues

217-751-590.000	GRANTS	40,300.00	40,300.00	0.00	0.00	0.00	0.00
217-751-651.003	PRESCHOOL CAMP TUITION	3,233.00	3,233.00	4,161.00	4,160.00	4,900.00	7,500.00
217-751-651.007	PRESCHOOL TUITION	52,850.00	46,000.00	31,966.00	58,560.00	62,479.79	62,460.00
217-751-675.015	PRESCHOOL FUNDRAISING	214.00	250.00	247.00	1,000.00	1,200.00	1,200.00
217-751-675.040	DONATIONS - GENERAL	100.00	0.00	25.00	0.00	100.00	100.00
Estimated Revenues		96,697.00	89,783.00	36,399.00	63,720.00	68,679.79	71,260.00

Account Category: Appropriations

217-751-702.023	SAL & WAGES PRESCHOOL	41,985.26	45,000.00	32,780.56	54,840.00	60,060.20	59,164.80
217-751-713.000	EMPLOYER SHARE FICA	3,348.70	3,920.00	2,484.06	4,195.26	4,594.59	4,437.00
217-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	1,000.00	500.00	1,000.00	1,000.00	1,000.00
217-751-727.000	OFFICE SUPPLIES	0.00	100.00	0.00	0.00	0.00	0.00
217-751-740.028	OPER SUPP/PRESCHOOL	823.18	1,000.00	254.23	1,500.00	1,000.00	1,000.00
217-751-801.017	BACKGROUND CHECKS	18.50	50.00	18.50	37.00	0.00	37.00
217-751-840.000	DUES & MEMBERSHIPS	100.00	100.00	0.00	75.00	75.00	75.00
217-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	0.00	400.00	300.00	300.00
217-751-957.000	EDUCATION / TRAINING	0.00	0.00	135.00	150.00	150.00	150.00
217-751-970.000	CAPITAL OUTLAY EQUIP	0.00	37,192.85	0.00	1,274.40	1,300.00	3,196.20
217-751-979.100	GRANT EXPENSES	962.40	0.00	0.00	0.00	0.00	0.00
217-751-980.000	OFFICE EQUIPMENT	0.00	1,000.00	0.00	0.00	0.00	1,700.00
217-751-980.015	PRESCHOOL EQUIPMENT	0.00	420.15	0.00	248.34	200.00	200.00
Appropriations		48,238.04	89,783.00	36,172.35	63,720.00	68,679.79	71,260.00

Fund 217 - PRESCHOOL:

TOTAL ESTIMATED REVENUES		96,697.00	89,783.00	36,399.00	63,720.00	68,679.79	71,260.00
TOTAL APPROPRIATIONS		48,238.04	89,783.00	36,172.35	63,720.00	68,679.79	71,260.00
NET OF REVENUES & APPROPRIATIONS:		48,458.96	0.00	226.65	0.00	0.00	0.00

Fund: 218 SENIOR CENTER

Account Category: Estimated Revenues

218-751-590.000	GRANTS	4,380.00	(620.00)	69,000.00	0.00	23,000.00	23,000.00
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218-751-650.030	PROGRAM FEES - ENRICHMENT	11,629.50	12,000.00	6,115.00	8,000.00	5,800.00	10,000.00
218-751-650.098	PROGRAM FEES - FITNESS	52,985.59	51,000.00	47,947.56	45,000.00	45,000.00	50,000.00
218-751-650.107	TRAVEL	35,900.00	35,900.00	36,237.50	15,000.00	40,000.00	40,000.00
218-751-675.009	DONATIONS / PKS & RECS SENIORS	1,616.00	2,000.00	1,000.00	600.00	1,000.00	1,000.00
218-751-675.013	UNITED WAY SENIORS	6,250.00	6,250.00	3,700.00	5,000.00	0.00	2,400.00
218-751-675.100	FUNDRAISING ENRICHMENT	876.13	1,000.00	212.00	500.00	500.00	500.00
218-751-678.012	MEMBERSHIP FEES	40,478.20	37,000.00	22,389.05	35,000.00	25,000.00	30,000.00
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	2,100.00	2,500.00	900.00	1,000.00	500.00	1,000.00
Estimated Revenues		156,215.42	147,030.00	187,501.11	110,100.00	140,800.00	157,900.00

Account Category: Appropriations

218-751-702.024	SAL & WAGES -MARKETING	0.00	0.00	2,528.40	5,056.80	0.00	1,800.00
218-751-702.027	SAL & WAGES SENIORS	43,794.80	43,524.00	28,040.00	41,600.00	42,848.00	42,848.00
218-751-713.000	EMPLOYER SHARE FICA	3,013.73	3,023.28	2,190.96	3,569.25	0.00	3,277.87
218-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	1,000.00	500.00	1,000.00	1,000.00	1,000.00
218-751-714.004	ICMA RETIREMENT	8,440.00	8,440.00	1,092.00	4,160.00	0.00	4,284.80
218-751-727.000	OFFICE SUPPLIES	268.66	350.00	39.00	100.00	50.00	50.00
218-751-730.000	POSTAGE	458.79	500.00	312.00	900.00	500.00	750.00
218-751-740.032	OPER SUPP/SENIORS	4,422.53	4,225.00	1,799.13	4,500.00	3,000.00	5,000.00
218-751-740.061	OPER SUPP/FITNESS	1,731.47	1,750.00	890.74	10,000.00	5,000.00	0.00
218-751-740.070	OPER SUPP/ TRAVEL	37,241.00	37,241.00	36,556.38	15,000.00	16,000.00	45,000.00
218-751-804.008	CONTRACT SERV - INSTRUCTORS	16,630.00	18,000.00	13,522.00	20,000.00	18,000.00	20,000.00
218-751-804.080	CONTRACT SERVICES ENTERTAINMENT	216.00	500.00	0.00	0.00	0.00	1,500.00
218-751-840.000	DUES & MEMBERSHIPS	183.33	200.00	165.00	300.00	500.00	500.00
218-751-860.000	CONFERENCE /TRANSPORTATION	1,293.67	1,200.00	857.03	1,000.00	1,000.00	1,000.00
218-751-957.000	EDUCATION / TRAINING	295.00	295.00	0.00	500.00	500.00	500.00
218-751-964.001	PROGRAM REFUNDS	0.00	50.00	0.00	0.00	0.00	0.00
218-751-967.002	GRANT EXPENSES	4,580.00	5,000.00	0.00	0.00	23,000.00	0.00
218-751-970.000	CAPITAL OUTLAY EQUIP	0.00	21,731.72	0.00	2,413.95	0.00	28,689.33
218-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	1,700.00
218-999-999.099	ESTIMATED CY FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Appropriations		123,568.98	147,030.00	88,492.64	110,100.00	111,398.00	157,900.00

Fund 218 - SENIOR CENTER:

TOTAL ESTIMATED REVENUES		156,215.42	147,030.00	187,501.11	110,100.00	140,800.00	157,900.00
TOTAL APPROPRIATIONS		123,568.98	147,030.00	88,492.64	110,100.00	111,398.00	157,900.00
NET OF REVENUES & APPROPRIATIONS:		32,646.44	0.00	99,008.47	0.00	29,402.00	0.00

Fund: 219 SUMMER DAY CAMP

Account Category: Estimated Revenues

219-751-651.003	SUMMER CAMP	55,179.00	55,179.00	71,934.00	70,000.00	77,500.00	77,500.00
219-751-651.025	SPECIALTY CAMPS	4,485.00	8,500.00	4,325.00	6,500.00	11,000.00	11,000.00
219-751-678.030	SPONSORSHIP FEES - ENRICHMENT	0.00	0.00	694.30	5,000.00	5,250.00	5,000.00
Estimated Revenues		59,664.00	63,679.00	76,953.30	81,500.00	93,750.00	93,500.00

Account Category: Appropriations

219-751-702.025	SAL & WAGES SUMMER CAMP MANAGER	2,887.50	2,000.00	2,165.02	4,800.00	0.00	0.00
219-751-702.036	SAL & WAGE SUMMER CAMP SUPERVISOR	562.50	0.00	7,676.40	8,820.00	34,378.81	14,707.00
219-751-702.037	SAL & WAGES SUMMER CAMP COUNSELOR	45,980.77	44,348.43	41,614.67	44,000.00	38,000.00	46,000.00
219-751-713.000	EMPLOYER SHARE FICA	2,803.19	2,900.00	3,164.52	4,407.93	5,946.19	5,975.00
219-751-740.003	OPER SUPPLIES/T-SHIRTS	1,236.50	1,500.00	994.50	1,500.00	1,200.00	1,200.00
219-751-740.029	OPER SUPPLIES/SPECIALTY CAMPS	0.00	0.00	0.00	500.00	200.00	200.00
219-751-740.033	OPER SUPP/SUMMER CAMP	4,780.94	4,463.86	1,315.40	5,000.00	2,000.00	2,000.00
219-751-740.041	OPERATING SUPPLIES SNACKS	595.21	595.21	875.84	500.00	0.00	0.00
219-751-740.042	FIELD TRIPS	7,639.00	7,639.00	6,232.80	10,000.00	10,000.00	11,040.00
219-751-801.017	BACKGROUND CHECKS	92.50	92.50	138.25	180.00	150.00	200.00

219-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	0.00	150.00	500.00	0.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	0.00	0.00	545.00	500.00	250.00	0.00
219-751-957.000	EDUCATION / TRAINING	140.00	140.00	100.00	142.07	125.00	125.00
219-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	0.00	1,000.00	1,000.00	12,053.00
219-999-999.099	ESTIMATED CY FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Appropriations		66,718.11	63,679.00	64,822.40	81,500.00	93,750.00	93,500.00

Fund 219 - SUMMER DAY CAMP:

TOTAL ESTIMATED REVENUES		59,664.00	63,679.00	76,953.30	81,500.00	93,750.00	93,500.00
TOTAL APPROPRIATIONS		66,718.11	63,679.00	64,822.40	81,500.00	93,750.00	93,500.00
NET OF REVENUES & APPROPRIATIONS:		(7,054.11)	0.00	12,130.90	0.00	0.00	0.00

Fund: 221 TEEN CENTER

Account Category: Estimated Revenues

221-751-649.000	CONCESSION SALES TEEN	5,209.38	5,200.00	3,894.95	6,000.00	6,000.00	6,000.00
221-751-650.005	PROGRAM FEES TEENS	14,945.00	14,950.00	9,480.01	22,000.00	20,000.00	22,000.00
221-751-650.060	PROGRAM FEES - YOUTH	0.00	0.00	1,108.74	5,500.00	5,500.00	20,000.00
221-751-675.010	DONATIONS - TEEN	863.92	875.00	100.00	1,000.00	1,000.00	250.00
221-751-675.012	UNITED WAY - TEENS	25,000.00	25,000.00	14,250.00	20,000.00	20,000.00	16,500.00
221-751-675.110	FUNDRAISING	975.00	1,000.00	1,285.00	18,000.00	16,000.00	21,000.00
221-751-678.010	SPONSORSHIPS	500.00	500.00	1,000.00	12,000.00	10,000.00	15,000.00
221-751-679.100	GRANTS > \$1000	61,900.00	61,900.00	1,000.00	10,000.00	8,000.00	0.00
Estimated Revenues		109,393.30	109,425.00	32,118.70	94,500.00	86,500.00	100,750.00

Account Category: Appropriations

221-751-702.026	SAL & WAGES TEEN MANAGERS	40,903.53	41,000.00	30,182.54	36,648.00	48,692.80	48,692.80
221-751-702.035	SAL & WAGES TEEN COORDINATOR	3,386.50	3,200.00	2,871.25	6,000.00	3,000.00	6,300.00
221-751-702.041	SAL & WAGES - TEEN SUPERVISOR	16,441.50	15,950.00	13,927.69	23,940.00	5,349.19	17,381.00
221-751-713.000	EMPLOYER SHARE FICA	5,453.29	5,350.00	4,316.48	5,093.98	4,962.87	4,207.00
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	5,916.87	5,920.00	4,788.18	5,500.00	5,500.00	5,300.00
221-751-714.002	EMP DISABILITY /LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
221-751-714.004	ICMA RETIREMENT	9,960.00	10,000.00	1,260.48	4,544.80	4,500.00	4,869.00
221-751-727.000	OFFICE SUPPLIES	5,229.41	5,229.41	78.75	300.00	150.00	100.00
221-751-740.003	OPER SUPPLIES/T-SHIRTS	440.00	440.00	0.00	0.00	0.00	0.00
221-751-740.015	OPER SUPP/CONCESSIONS	2,903.59	2,905.00	2,728.65	3,006.22	3,200.00	4,500.00
221-751-740.036	OPER SUPPLIES - TEENS	7,446.36	7,450.00	6,576.39	3,000.00	5,000.00	3,500.00
221-751-740.044	OPER SUPPLIES/YOUTH	0.00	0.00	0.00	2,500.00	2,340.14	0.00
221-751-801.017	BACKGROUND CHECKS	18.50	18.50	0.00	0.00	0.00	0.00
221-751-840.000	DUES & MEMBERSHIPS	183.33	183.33	330.00	330.00	330.00	330.00
221-751-860.000	CONFERENCE /TRANSPORTATION	588.63	600.00	639.33	600.00	600.00	600.00
221-751-900.000	PRINTING & PUBLISHING	259.03	0.00	400.00	500.00	500.00	0.00
221-751-957.000	EDUCATION / TRAINING	0.00	259.03	375.00	375.00	375.00	0.00
221-751-964.001	PROGRAM REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
221-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	0.00	2,162.00	2,000.00	4,970.20
221-751-979.100	GRANTS >\$1000 EXP	89,081.17	90,000.00	0.00	0.00	0.00	0.00
221-999-999.099	ESTIMATED CY FUND BALANCE	0.00	(79,080.27)	0.00	0.00	0.00	0.00
Appropriations		188,211.71	109,425.00	68,474.74	94,500.00	86,500.00	100,750.00

Fund 221 - TEEN CENTER:

TOTAL ESTIMATED REVENUES		109,393.30	109,425.00	32,118.70	94,500.00	86,500.00	100,750.00
TOTAL APPROPRIATIONS		188,211.71	109,425.00	68,474.74	94,500.00	86,500.00	100,750.00
NET OF REVENUES & APPROPRIATIONS:		(78,818.41)	0.00	(36,356.04)	0.00	0.00	0.00

Fund: 223 DOG PARK

Account Category: Estimated Revenues

223-751-675.074	DOG PARK SALES - FOBS	10,360.00	10,550.00	7,725.00	10,550.00	0.00	9,000.00
223-751-678.010	SPONSORSHIP FEES	0.00	0.00	0.00	1,000.00	0.00	0.00

Estimated Revenues		10,360.00	10,550.00	7,725.00	11,550.00	0.00	9,000.00
Account Category: Appropriations							
223-751-740.000	OPERATING SUPPLIES	1,521.15	2,000.00	2,378.02	2,200.00	0.00	2,200.00
223-751-801.018	MANAGEMENT SERVICES	5,000.00	5,000.00	2,500.00	5,000.00	0.00	0.00
223-751-900.000	PRINTING & PUBLISHING	0.00	150.00	135.05	150.00	0.00	0.00
223-751-910.000	INSURANCE	0.00	500.00	0.00	500.00	0.00	0.00
223-751-920.002	UTILITIES - WAT / SEW	0.00	400.00	0.00	0.00	0.00	0.00
223-751-930.000	REPAIR & MAINTENANCE	272.50	300.00	0.00	650.00	0.00	0.00
223-751-967.072	DOG PARK GROUNDS MAINTENANCE	2,546.59	2,200.00	1,683.00	2,800.00	0.00	2,400.00
223-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	0.00	250.00	0.00	0.00
Appropriations		9,340.24	10,550.00	6,696.07	11,550.00	0.00	4,600.00
Fund 223 - DOG PARK:							
TOTAL ESTIMATED REVENUES		10,360.00	10,550.00	7,725.00	11,550.00	0.00	9,000.00
TOTAL APPROPRIATIONS		9,340.24	10,550.00	6,696.07	11,550.00	0.00	4,600.00
NET OF REVENUES & APPROPRIATIONS:		1,019.76	0.00	1,028.93	0.00	0.00	4,400.00
Report Totals:							
TOTAL ESTIMATED REVENUES - ALL FUNDS		1,526,135.18	1,592,231.13	1,383,965.27	1,572,820.00	1,644,531.79	1,747,282.99
TOTAL APPROPRIATIONS - ALL FUNDS		1,584,443.93	1,592,231.13	1,139,020.78	1,572,820.00	1,632,183.14	1,747,282.99
NET OF REVENUES & APPROPRIATIONS:		(58,308.75)	0.00	244,944.49	0.00	12,348.65	0.00

# 2024

## January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

## March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Township Board

Planning Commission

Zoning Board of Appeals

Township Hall Closed



## **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.

\*MEETINGS ARE THE 3<sup>RD</sup> TUESDAY OF THE MONTH

### **Meeting Dates**

January 23

February 27

March 26

April 23

May 28

June 25

July 23

August 27

September 24

October 22

\*November 19

\*December 17

### **Application Due Date**

December 26, 2023

January 23

February 27

March 26

April 23

May 28

June 25

July 23

August 27

September 24

October 22

November 26

## **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.

**\*MEETINGS ARE THE 2<sup>RD</sup> TUESDAY OF THE MONTH**

<b>Meeting Dates</b>	<b>Application Due Date</b>
January 16	December 19, 2023
February 20	January 16
March 19	February 20
April 16	March 19
May 21	April 16
June 18	May 21
July 16	June 18
August 20	July 16
September 17	August 20
October 15	September 17
*November 12	October 15
*December 10	November 19

**Water and Sewer Rate  
September 20, 2023**

MHOG has increased their water rate per 1000 gallons from \$4.97 to \$5.11; the irrigation rate is now \$5.61. These new rates become effective October 1<sup>st</sup>, 2023.

Howell Township currently charges \$8.29 per 1000 gallons, \$3.18 above MHOG's new rate. The additional amount collected has historically been used for operating expenses, to keep the sewer and water fund solvent, and more recently to start paying back the debt owed to the general fund. As you are aware the sewer and water fund owes the general fund over \$3,000,000. Moving forward the additional \$3.18 billed per 1000 gallons should be used exclusively for debt repayment and should be eliminated once the debt is paid. To increase transparency I recommend publishing a rate change notice in the newspaper and posting it on the Township's website. If accepted, the Township will continue to charge \$8.29/1000 gallons of usage with a water rate the same as MHOG's published rates along with an additional debt fee that will decrease proportionally to any MHOG rate increase. The fee will remain in place until the debt has been paid in full.

Using our current method of transferring 60% of the revenue in the sewer and water fund to the general fund, last year we transferred about \$285,000.00 toward the debt. According to Brent, if this policy would have been in place last year the amount transferred to the general fund would have been about \$433,000.00.

	September 2023	October 2023
MHOG Rate	\$4.97	\$5.11
MHOG Irrigation Rate	\$5.47	\$5.61
Township Usage Rate	\$8.29	\$5.11
Township Debt Rate	\$0.00	\$3.18
Township Total Rate	\$8.29	\$8.29

Rates are shown per 1000 gallons

Howell Township's sewer rate has remained at \$9.00 per 1000 gallons since 2011. As we have discussed before, Brent and I recommend that once the sewer and water debt has been paid in full to the general fund the Township should have a rate study completed.

Respectfully submitted,

Jonathan Hohenstein

**ARPA Funds**  
**September 25, 2023**

The Federal Government requires that all ARPA funds be obligated by December 2024 and spent by December 2026. The State of Michigan has approved a 4% increase in local government's constitutional revenue sharing for next year. However, if all ARPA funds are obligated by December of 2023 the constitutional revenue sharing payments will get an additional 1% increase for a total of a 5% increase.

The Federal Government has changed the rules several times for what ARPA funds can be spent on. According to the Treasury Department's final rule and State law local governments, like Howell Township, can spend their ARPA funds on any allowable expenditure. However, ARPA rules prohibit the use of funds for pensions or to offset revenue loss due to a tax cut.

The Township has between \$75,000 and \$80,000 in unobligated ARPA funds. The uncertainty comes from the fact that the MHOG crew that operates our wastewater plant works very hard on all of the plant projects and every project to date has come back under budget. Until all approved ARPA projects are completed and paid for we will not have an exact amount of what is left of the Township's ARPA funds.

During the discussions around the Township's pathway ordinance it was noticed and discussed that there is a lot of foot traffic along Grand River Ave. between Highlander Way and the VG's grocery store on the north side and McDonalds on the south side. Attached are: a map showing the area under discussion, agreement with our engineering firm Spicer, estimate of the cost to extend sidewalks in Howell Township.

Respectfully submitted,

Jonathan Hohenstein



VG's

Aludyne

City of Howell

West Grand River Avenue (I 96 Business)

Yorkshire Drive

North Highlander Way

900 ft

900 ft



September 26, 2023

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

RE: Grand River Sidewalk Extension  
Howell Township, MI  
Letter Agreement for Professional Services

Mr. Hohenstein,

Per your request, this document contains Spicer Group's proposal to you for engineering and surveying services for the Grand River Sidewalk Extension in Howell Township.

**Background**

Howell Township would like to extend the sidewalk on the north side of Grand River from 2410 West Grand River Avenue to Yorkshire Drive. The sidewalk proposed is approximately 2,400 feet in length. 1,900 feet is on the north side of Grand River Avenue, and 500 feet is on the south side of Grand River Avenue. Spicer Group's letter agreement only includes professional services for property within the Township.

As the proposed sidewalk is along M-43 (Grand River Avenue), the Township should coordinate improvements with MDOT.

**Scope of Basic Professional Services**

Spicer Group's scope of professional services for this project follows. This proposal will remain valid for 60 days.

**I. Topographical Survey Phase:**

This phase of the project will gather data needed to properly design the project and will include the following tasks:

- A. Research existing area for existing plans, control points, benchmarks, survey notes, intersection, right of way information, utilities and other pertinent information.
- B. Provide a full topographic survey for the project corridor with limits approximately from back of the curb or M-43 to 20 feet outside of the MDOT ROW.
- C. Set up necessary data for field crews to perform data collection.
- D. Process all topographic data into base drawing to be used for the design.

**II. Design Phase:**

During the Design Phase we will develop plans and specifications for the sidewalk extension:

- A. Meet with the Township to kick-off the project.
- B. Design a new accessible 5-foot wide sidewalk, approximately 2,400 feet in length.
- C. Design vertical and horizontal alignment such that it does not impact existing drainage patterns.

- D. Develop a Soil Erosion and Sedimentation Control Plan meeting the requirements of the County.
- E. Submit SESC Permit application to the County if required.
- F. Update the preliminary estimate of cost for the project.
- G. Seek input on the project from the Township at approximately 50% and 90% completion.
- H. Incorporate feedback and review comments into the project.
- I. Submit a final set of plans, bid documents and preliminary estimate of cost to the Township.

### **III. Bidding Phase:**

During the bidding phase we will assist you with the bidding process including:

- A. Provide plans and bidding documents for availability online.
- B. Prepare the advertisement.
- C. Bidding will be held online through Spicer Group's bidding portal.
- D. Answer any questions from contractors during the advertising period.
- E. Issue addenda if required.
- F. Schedule and attend in person or virtual Pre-Bid Meeting.
- G. Prepare Prebid Meeting Minutes and distribute as Addendum through Spicer Gorup's bidding portal.
- H. Open bids online / virtually.

### **IV. Construction Administration Phase:**

During the Construction Administration phase, we will assist you with the following tasks:

- A. Prepare a tabulation of the bids received and prepare a letter of recommendation of award to the Township.
- B. Prepare contracts and circulate for signatures.
- C. Schedule and host pre-construction meeting and provide meeting minutes.
- D. Provide full-time construction inspection. We have assumed three (3) weeks for this project at 45 hours per week for our inspector.
- E. Provide construction staking.
- F. Provide material testing for granular material, backfill, hot-mix asphalt, and concrete.
- G. Approve the progress payments and prepare any change orders necessary for the project.
- H. Attend a final walk through of the project and develop the final construction punch list.
- I. Review contract closeout.

### **Additional Services**

Additional services related to this project will be furnished by us after you authorize the work. Additional services will require a Contract Amendment to be approved and signed by Howell Township prior to the start of any additional work.

**Fee Schedule**

Our proposed fee schedule follows. We will submit monthly invoices to you for our basic professional services, any additional authorized services, and any reimbursable expenses. The following is based on our standard hourly rates with the amount to be as follows:

1.	Topographical Survey Phase:	\$ 3,900
2.	Design Phase:	\$ 19,900
3.	Bidding Assistance Phase:	\$ 3,400
4.	Construction Administration:	\$ 28,200
	<b>Total:</b>	<b>\$ 55,400</b>

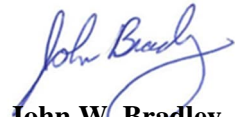
We have calculated these fees based on our understanding of what you want us to do and what you have told us. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes or our understanding was incorrect, we will notify you and discuss with you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

If the Owner chooses to terminate or suspend this Agreement for any reason, work will stop, and the Owner will be liable for services rendered and expenses incurred up to that point and not for the entire cost of the fee schedule.

Attached to this letter is a copy of our general conditions for our services which are part of this agreement. Any changes to this agreement must be agreed to by both of us in writing.

If this proposal meets with your approval, please acknowledge this approval with an authorized signature below and return the enclosed copy to us. We deeply appreciate your confidence in Spicer, and we look forward to working with you and for you on your project.

Sincerely,



**John W. Bradley,**  
Project Manager

**SPICER GROUP, INC**  
1595 W. Lake Lansing Road  
Suite 200  
East Lansing, MI 48823  
Phone: (517) 325-9977  
Cell: (517) 719-5503  
E-mail: [johnbradley@spicergroup.com](mailto:johnbradley@spicergroup.com)

---

Above proposal accepted and approved  
by Owner.

HOWELL TOWNSHIP

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

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



## GENERAL CONDITIONS ATTACHED TO LETTER AGREEMENT

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### SECTION 1

1.1 **Preamble.** This agreement is based upon a mutual obligation of good faith and fair dealing between the parties in its performance and enforcement. Accordingly, the OWNER and the PROFESSIONAL, with a positive commitment to honesty and integrity, agree to the following:

That each will function within the laws and statutes that apply to its duties and responsibilities; that each will assist in the other's performance; that each will avoid hindering the other's performance; that each will work diligently to fulfill its obligations; and that each will cooperate in the common endeavor of the contract.

1.2 **Ownership of Instruments of Service.** All reports, plans, specifications, computer files, field data, notes and other documents and instruments prepared by the PROFESSIONAL as instruments of service shall remain the property of the PROFESSIONAL. The PROFESSIONAL shall retain all common law, statutory and other reserved rights, including the copyright thereto.

1.3 **Covenant not to Hire.** OWNER agrees that during the term of this agreement and for a period of one (1) year thereafter that it will not hire for its own employment any person employed by the PROFESSIONAL.

1.4 **Standard of Care.** Service performed by PROFESSIONAL under this AGREEMENT will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this AGREEMENT, or in any report, opinion, document or otherwise.

1.5 **Defects in Service.** OWNER and OWNER's personnel, contractors and subcontractors shall upon discovery promptly report to PROFESSIONAL any defects or suspected defects in PROFESSIONAL's work, in order that PROFESSIONAL may take prompt, effective measures which in PROFESSIONAL's opinion will minimize the consequences of a defect in service. PROFESSIONAL shall not be responsible for additional costs due to any tardiness in reporting defects in service.

1.6 **Reimbursable Expenses** mean the actual expenses incurred by PROFESSIONAL or PROFESSIONAL's independent professional associates or consultants, directly or indirectly in connection with the Project, such as expenses for; transportation and subsistence incidental thereto; obtaining bids or proposals from Contractor(s); providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representatives and their assistants; toll telephone calls and courier services; reproduction of reports, drawings, specifications, bidding documents, and similar project-related items; and, if authorized in advance by OWNER, overtime work requiring higher than regular rates.

1.7 **Standard Hourly Rates** used as a basis for payment mean those rates in effect at the time that the work is performed, for all PROFESSIONAL's personnel engaged directly on the Project, including, but not limited to, architects, engineers, surveyors, designers, planners, drafters, specification writers, estimators, other technical and business personnel. The Standard Hourly Rates include salaries and wages, direct and indirect payroll costs and fringe benefits. The Standard Hourly Rates of personnel of PROFESSIONAL will be adjusted periodically to reflect changes in personnel and in PROFESSIONAL's overall compensation procedures and practices.

1.8 **Limitation of Liability.** To the fullest extent permitted by law, and not withstanding any other provision of this Agreement, the total liability, in the aggregate, of the PROFESSIONAL and the PROFESSIONAL's officers, directors, partners, employees and subconsultants, and any of them, to the OWNER and anyone claiming by or through the OWNER, for any and all claims, losses, costs or damages, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims expenses resulting from or in any way related to the Project or the Agreement from any cause or causes shall not exceed the total compensation received by the PROFESSIONAL under this Agreement, or the total amount of \$100,000.00, whichever is greater. It is intended that this limitation apply to any and all liability or caused of action however alleged or arising, unless otherwise prohibited by law.

1.9 **Indemnification.** The PROFESSIONAL agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER, its officers, directors and employees (collectively, Owner) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the PROFESSIONAL's negligent performance of professional services under this Agreement.

The OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the PROFESSIONAL, its officers, directors, employees and subconsultants (collectively, Professional) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the OWNER's negligent acts in connection with the Project and the acts of its contractors, subcontractors or PROFESSIONAL or anyone for whom the OWNER is legally liable.

Neither the OWNER nor the PROFESSIONAL shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

1.10 **Severability.** Any term or provision of this Agreement found to be invalid under any applicable statute or rule of law shall be deemed omitted and the remainder of this Agreement shall remain in full force and effect.

1.11 **Survival.** Notwithstanding completion or termination of this Agreement for any reason, all rights, duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

1.12 **Betterment.** If, due to the PROFESSIONAL's negligence, a required item or component of the Project is omitted from the PROFESSIONAL's construction documents, the PROFESSIONAL shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will the PROFESSIONAL be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

1.13 **Mediation.** In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the OWNER and the PROFESSIONAL agree that all disputes between them arising out of or relating to the Agreement or the Project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The OWNER and the PROFESSIONAL further agree to include a similar mediation provision in all agreements with independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between the parties to all those agreements.

1.14 **Changed Conditions.** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the PROFESSIONAL are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the PROFESSIONAL may call for renegotiation of appropriate portions of this Agreement. The PROFESSIONAL shall notify the OWNER of the changed conditions necessitating renegotiation, and the PROFESSIONAL and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions.

1.15 **Hazardous Materials.** Both parties acknowledge that the PROFESSIONAL's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event the PROFESSIONAL or any other party encounters any hazardous or toxic materials, or should it become known to the PROFESSIONAL that such materials may be present on or about the job site or any adjacent areas that may affect the performance of the PROFESSIONAL's services, the PROFESSIONAL may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the OWNER retains appropriate PROFESSIONAL's or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the job site is in full compliance with all applicable laws and regulations.

## SECTION 2

2.1 **Assignment.** Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party. Subcontracting to subconsultants normally contemplated by the PROFESSIONAL shall not be considered an assignment for purposes of this Agreement.

2.2 **Governing Law & Jurisdiction.** The OWNER and the PROFESSIONAL agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Michigan.

2.3 **Billing and Payment Terms.** *Payment Due:* invoices shall be submitted by the PROFESSIONAL (monthly) are due upon presentation and shall be considered past due if not paid within thirty (30) calendar days of the due date. *Interest:* If payment in full is not received by the PROFESSIONAL within thirty (30) calendar days of the due date, invoices shall bear interest at one-and one-half (1.5) percent of the PAST DUE amount per month, which shall be calculated from the invoice due date. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

2.4 **Suspension of Services.** If the OWNER fails to make payments when due or otherwise is in breach of this Agreement, the PROFESSIONAL may suspend performance of service upon ten (10) calendar days' notice to the OWNER. The PROFESSIONAL shall have no liability whatsoever to the OWNER for any costs or damages as a result of such suspension caused by any breach of this Agreement by the OWNER. Upon payment in full by the OWNER the PROFESSIONAL shall resume services under this Agreement, and the time scheduled and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expenses necessary for the PROFESSIONAL to resume performance. *Termination of Services:* If the OWNER fails to make payment to the PROFESSIONAL in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the PROFESSIONAL. *Set-off, Backcharges, Discounts:* Payment of invoices shall not be subject to any discounts or set-off's by the OWNER unless agreed to in writing by the PROFESSIONAL. Payment to the PROFESSIONAL for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.

2.5 **Collection of Costs.** In the event legal actions necessary to enforce the payment terms of this Agreement, the PROFESSIONAL shall be entitled to collect from the OWNER any judgement or settlement sums due, plus reasonable attorneys' fees, court costs and other expenses incurred by the PROFESSIONAL in connection therewith and, in addition, the reasonable value of the PROFESSIONAL's time and expenses spent in connection with such collection action, computed according to the PROFESSIONAL's prevailing fee schedule and expense policies.

2.6 **Delays.** The OWNER agrees that the PROFESSIONAL is not responsible for damages arising directly or indirectly from any delays for causes beyond the PROFESSIONAL's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; fires, riots, war or other emergencies or acts of God; failure of any government agency to act in timely manner; failure of performance by the OWNER or the OWNER's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by the PROFESSIONAL to perform its services in an orderly and efficient manner, the PROFESSIONAL shall be entitled to an equitable adjustment in schedule and/or compensation.

2.7 **Delivery and Use of Electronic Files.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by the PROFESSIONAL, the OWNER agrees that all such electronic files are instruments of service of the PROFESSIONAL, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

The OWNER agrees not to reuse these electronic files, in whole or in part, for any purpose other than for the Project. The OWNER agrees not to transfer these electronic files to others without the prior written consent of the PROFESSIONAL. The OWNER further agrees to waive all claims against the PROFESSIONAL resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than the PROFESSIONAL.

The OWNER and the PROFESSIONAL agree that any electronic files furnished by either party shall conform to the original specifications. Any changes to the original electronic specifications by either the OWNER or the PROFESSIONAL are subject to review and acceptance by the other party. Additional services by the PROFESSIONAL made necessary by changes to the electronic file specifications shall be compensated for as Additional Services.

Electronic files furnished by either party shall be subject to an acceptance period of fourteen (14) days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

The OWNER is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the PROFESSIONAL and electronic files, the signed or sealed hard-copy construction documents shall govern.

In addition, the OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the PROFESSIONAL, its officers, directors, employees and subconsultants (collectively, Professional) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any changes made by anyone other than the PROFESSIONAL or from any reuse of the electronic files without the prior written consent of the PROFESSIONAL.

Under no circumstances shall delivery of electronic files for use by the OWNER be deemed a sale by the PROFESSIONAL, and the PROFESSIONAL makes no warranties, either expressed or implied, or merchantability and fitness for any particular purpose. In no event shall the PROFESSIONAL be liable for indirect or consequential damages as a result of the OWNER's use or reuse of the electronic files.

2.8 **Opinions of Probable Construction Costs.** In providing opinions of probable construction cost, the OWNER understands that the PROFESSIONAL has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the PROFESSIONAL's opinions of probable construction costs are

made on the basis of the PROFESSIONAL's judgement and experience. The PROFESSIONAL makes no warranty, express or implied that the bids or the negotiated cost of the Work will not vary from the PROFESSIONAL's opinion of probable construction costs.

### SECTION 3

3.1 **Design Without Construction Administration.** Unless Authorized, it is understood and agreed that the PROFESSIONAL's Basic Services under this Agreement do not include project observation or review of the Contractor's performance or any other construction phase services, and that such services will be provided for by the OWNER. The OWNER assumes all responsibility for interpretation of the Contract Documents and for construction observation, and the OWNER waives any claims against the PROFESSIONAL that may be in any way connected thereto.

3.2 **Record Drawings.** If authorized by the Agreement, upon completion of the Work, the PROFESSIONAL shall compile for and deliver to the OWNER a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders and other data furnished by the Contractor. These Record documents will show significant changes made during construction. Because these Record Documents are based on unverified information provided by other parties, which the PROFESSIONAL shall assume will be reliable, the PROFESSIONAL cannot and does not warrant their accuracy.

3.3 **Contingency Fund.** The OWNER and the PROFESSIONAL agree that certain increased cost and changes may be required because of possible omissions, ambiguities or inconsistencies in the drawings and specifications prepared by the PROFESSIONAL and, therefore, that the final construction cost of the Project may exceed the estimated construction cost. The OWNER agrees to set aside a minimum reserve in the amount of not less than 10 percent of the Project construction costs as a contingency to be used, as required, to pay for any such increased costs and changes. The OWNER further agrees to make no claim by way of direct or third-party action against the PROFESSIONAL or its subconsultants with respect to any increased costs within the contingency because of such changes or because of any claims made by the Contractor relating to such changes.

3.4 **Permits and Approvals.** The PROFESSIONAL shall assist the OWNER in applying for those permits and approvals normally required by law for projects similar to the one for which the PROFESSIONAL's services are being engaged. This assistance shall consist of completing and submitting forms to the appropriate regulatory agencies having jurisdiction over the construction documents, and other services normally provided by the PROFESSIONAL and included in the scope of Services of this Agreement.

3.5 **Jobsite Safety.** Neither the professional activities of the PROFESSIONAL, nor the presence of the PROFESSIONAL or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The PROFESSIONAL and its personnel have no authority to exercise

any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The OWNER agrees that the General Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the OWNER's contract with the General Contractor. The OWNER also agrees that the OWNER, the PROFESSIONAL, and the PROFESSIONAL's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

**3.6 Construction Observation.** The PROFESSIONAL shall visit the site, if authorized, at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the OWNER and the PROFESSIONAL, in order to observe the progress and quality of the Work completed by the Contractor. Such visits and observation are not intended to be an exhaustive check or a detailed inspection of the Contractor's work, but rather are to allow the PROFESSIONAL, as an experienced professional, to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Contract Documents.

Based on this general observation, the PROFESSIONAL shall keep the OWNER informed about the progress of the Work and shall endeavor to guard the OWNER against deficiencies in the work.

If the OWNER desires more extensive project observation or full-time project representation, the OWNER shall request that such services be provided by the PROFESSIONAL as Services in accordance with the terms of this Agreement.

The PROFESSIONAL shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the contractor in accordance with the Contract Documents.

The PROFESSIONAL shall not be responsible for any acts or omissions of the contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The PROFESSIONAL does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

These General Conditions shall be attached to and made part of the Agreement between Spicer Group, Inc. (PROFESSIONAL) and the Owner.

**3.8 Verification of Existing Conditions.** Inasmuch as the remodeling and/or rehabilitation of the existing structures requires that certain assumptions be made by the PROFESSIONAL regarding existing conditions, and because some of these assumptions may not be verifiable without the OWNER's expending substantial sums of money or destroying otherwise adequate or serviceable portions of the structure, the OWNER agrees to bear all costs, losses and expenses, including the cost of the PROFESSIONAL's Additional Services, arising from the discovery of concealed or unknown conditions in the existing structure.

**3.9 Construction Layout.** If requested by the Owner, as detailed in the scope of services or as an Additional Service to this Agreement, the PROFESSIONAL shall provide construction layout stakes sufficient for construction purposes. The stakes will reflect pertinent information from the construction bidding and contract documents. The stakes shall be set in place one time by the PROFESSIONAL, staged and scheduled as requested by the Contractor. After the stakes are set, it shall be the Contractor's exclusive responsibility to protect the stakes from damage or removal. Once the stake is set, if the stake becomes unusable due to the Contractor's negligence it shall be reset by the PROFESSIONAL. The cost for resetting the stakes be paid by the Owner or authorized representative of this Agreement to the PROFESSIONAL if Owner elects to do so, the Owner may look to the Contractor to pay the additional expense for restaking.

**3.10 Right of Entry.** OWNER shall provide for PROFESSIONAL's right to enter from time to time property owned by OWNER and/or other(s) in order for PROFESSIONAL to fulfill the scope of services indicated hereunder. OWNER understands that use of testing or other equipment may unavoidably cause some damage, the correction of which is not part of this AGREEMENT.

**3.11 Buried Utilities.** OWNER will furnish to PROFESSIONAL information identifying the type and location of utility lines and other man-made objects beneath the site's surface. PROFESSIONAL will take reasonable precautions to avoid damaging these man-made objects and will, prior to penetrating the site's surface furnish to OWNER a plan indicating the locations intended for these penetrations with respect to what PROFESSIONAL has been told are the locations of utilities and other man-made objects beneath the site's surface. OWNER will approve the location of these penetrations prior to their being made and OWNER will authorize PROFESSIONAL to proceed.

**HOWELL TOWNSHIP (North and South Side of M-43)**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	LSUM	Mobilization, 5 %	\$ 9,001.00	\$ 9,001.00
2.	1	LSUM	Soil Erosion & Sedimentation	\$ 5,000.00	\$ 5,000.00
3.	1	LSUM	Rough Grading	\$ 6,600.00	\$ 6,600.00
4.	70	Syd	Pavt, Rem	\$ 12.00	\$ 840.00
5.	300	Ft	Curb and Gutter, Rem	\$ 25.00	\$ 7,500.00
6.	350	Sft	Sidewalk, Rem	\$ 15.00	\$ 5,250.00
7.	1,300	Syd	Aggregate Base, 4 inch	\$ 15.00	\$ 19,500.00
8.	23	Syd	Aggregate Base, 8 inch	\$ 18.00	\$ 414.00
9.	105	Ft	Detectable Warning Surface	\$ 55.00	\$ 5,775.00
10.	210	Ft	Curb and Gutter, Conc, Det B1	\$ 30.00	\$ 6,300.00
11.	42	Ft	Curb Ramp Opening, Conc	\$ 35.00	\$ 1,470.00
12.	1050	Sft	Curb Ramp, Conc, 4 inch	\$ 7.00	\$ 7,350.00
13.	105	Ft	Driveway Opening, Conc, Det M	\$ 30.00	\$ 3,150.00
14.	11,000	Sft	Sidewalk, Conc, 4 inch	\$ 6.00	\$ 66,000.00
15.	110	Sft	Sidewalk, Conc, 6 inch	\$ 8.00	\$ 880.00
16.	880	Ft	Pavt Mrkg, Waterborne, 6 inch, White	\$ 0.50	\$ 440.00
17.	880	Ft	Pavt Mrkg, Waterborne, 2nd application, 6 inch, White	\$ 0.50	\$ 440.00
18.	18	Ea	HMA Approach	\$ 130.00	\$ 2,340.00
19.	3	Ea	Gate Box, Adj, Case 2	\$ 500.00	\$ 1,500.00
20.	3	Ea	Water Shutoff, Adj, Case 2	\$ 500.00	\$ 1,500.00
21.	3	Ea	Hydrant, Relocate, Case 2	\$ 2,000.00	\$ 6,000.00
22.	3	Ea	Dr Structure Cover, Adj, Case 2	\$ 750.00	\$ 2,250.00
23.	1	Lsum	Traffic Control Measures	\$ 5,000.00	\$ 5,000.00
24.	4,400	Syd	Slope Restoration, Modified	\$ 5.00	\$ 22,000.00

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<b>SUB TOTAL CONSTRUCTION:</b>					<u>\$ 186,500.00</u>
Construction Contingency (20%)					\$ 37,300.00
<b>TOTAL CONSTRUCTION COST:</b>					\$ 223,800.00
Engineering / Survey / Inspection					\$ 55,400.00
<b>TOTAL PROJECT COST:</b>					<u><u>\$ 279,200.00</u></u>

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

9-E  
**RECEIVED**

SEP 13 2023

HOWELL TOWNSHIP

September 11, 2023

Ms. Sue Daus, Clerk  
Township of Howell

## Proposal for Sexton Services.

Please accept this letter as written notice of our willingness to provide Sexton services to Howell Township beginning January 1, 2024, and ending December 31, 2026, subject to your approval of the following fees as noted in appendixes "A", "B", & "C".

### 1. Cemetery Sexton Service:

- (A) Working directly with Howell Township in arranging funerals at their cemetery.
- (B) Providing complete opening and closing of graves. The fees for opening and closing shall be paid to Howell Township and Huron Cemetery Maintenance shall invoice Howell Township for the fee (less \$25.00 to cover the cost of topsoiling and seeding of full-size casket burials only). These Fees shall not exceed the amounts listed in appendix "A".
- (C) Installing foundations for upright headstones and setting of flush markers. The fees for these services shall be paid directly to Huron Cemetery Maintenance and shall not exceed the amounts listed in appendix's "B" & "C".
- (D) Recording all burials and filing burial permits with Howell Township.

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

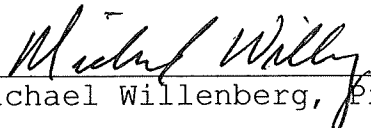
## **2. Insurance:**

Huron Cemetery Maintenance to maintain necessary insurance coverage with limits as outlined on attached Certificate of Liability Insurance including.

- (A) Comprehensive General Liability Insurance.
- (B) Automobile Liability Insurance.
- (C) Workers' compensation as required by the laws of the State of Michigan.

## **Termination for Cause:**

This Contract may be terminated by any party for just cause during the term of this agreement upon thirty (30) days written notice.

  
\_\_\_\_\_  
Michael Willenberg, President



# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

## Acceptance of Proposal

The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

Authorized By \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

## APPENDIX "A"

### GRAVE OPENING AND CLOSING FEES 2024-2026

Adult.....	\$1100.00
Youth (up to 4').....	\$500.00
Baby.....	\$250.00
Cremation.....	\$550.00
2 Cremations Same Time/Grave.....	\$700.00

Above charges are doubled for Sunday burials and triple for burials on the holidays of New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Eve after 12:00 P.M. and Christmas Day.

An Overtime Charge of \$150.00 will be charged for all Funeral arrivals after 3:00 Monday through Friday and all day on Saturdays.

# HURON CEMETERY MAINTENANCE

RECEIVED

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

SEP 13 2023

HOWELL TOWNSHIP

September 11, 2023

Ms. Sue Daus, Clerk  
Township of Howell

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Please accept this letter as written notice of our willingness to provide Sexton services to Howell Township beginning January 1, 2024, and ending December 31, 2026, subject to your approval of the following fees as noted in appendixes "A", "B", & "C".

### 1. Cemetery Sexton Service:

- (A) Working directly with Howell Township in arranging funerals at their cemetery.
- (B) Providing complete opening and closing of graves. The fees for opening and closing shall be paid to Howell Township and Huron Cemetery Maintenance shall invoice Howell Township for the fee (less \$25.00 to cover the cost of topsoiling and seeding of full-size casket burials only). These Fees shall not exceed the amounts listed in appendix "A".
- (C) Installing foundations for upright headstones and setting of flush markers. The fees for these services shall be paid directly to Huron Cemetery Maintenance and shall not exceed the amounts listed in appendix's "B" & "C".
- (D) Recording all burials and filing burial permits with Howell Township.

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

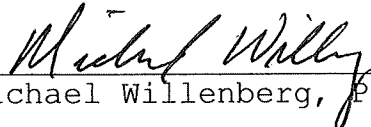
## **2. Insurance:**

Huron Cemetery Maintenance to maintain necessary insurance coverage with limits as outlined on attached Certificate of Liability Insurance including.

- (A) Comprehensive General Liability Insurance.
- (B) Automobile Liability Insurance.
- (C) Workers' compensation as required by the laws of the State of Michigan.

## **Termination for Cause:**

This Contract may be terminated by any party for just cause during the term of this agreement upon thirty (30) days written notice.

  
\_\_\_\_\_  
Michael Willenberg, President

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

## Acceptance of Proposal

The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

Authorized By \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

## APPENDIX "A"

### GRAVE OPENING AND CLOSING FEES 2024-2026

Adult.....	\$1100.00
Youth (up to 4').....	\$500.00
Baby.....	\$250.00
Cremation.....	\$550.00
2 Cremations Same Time/Grave.....	\$700.00

Above charges are doubled for Sunday burials and triple for burials on the holidays of New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Eve after 12:00 P.M. and Christmas Day.

An Overtime Charge of \$150.00 will be charged for all Funeral arrivals after 3:00 Monday through Friday and all day on Saturdays.

# HURON CEMETERY MAINTENANCE

764 N. Milford Road  
P.O. Box 112  
Highland, Michigan 48357  
Phone: (248) 887-6700 Fax: (248) 887-4487

## APPENDIX "B"

### Foundation Installation Price List

*All Foundations must be larger than marker size.*

<u>FOUNDATION FEES</u>	<u>2024-2026</u>
(Minimum fee of \$250.00)	\$.70¢ per sq. in.

## APPENDIX "C"

### GRANITE MARKER FLUSH SETTING FEES \*

<u>Granite Markers</u>	<u>2024-2026</u>
(Minimum fee of \$175.00)	\$.50¢ per sq. in.

<u>Miscellaneous Fees</u>	<u>2024-2026</u>
Corner Markers (set of four)	\$200.00
Military Markers (all types)	\$250.00
Vase Only	\$200.00

*\*Add \$50.00 for Built in vase*



HUROCEM-01

MLESSNAU

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Cobb Hall Insurance, 223 West Grand River, Suite 1, Howell, MI 48843-2270. CONTACT: Jill Krueger, PHONE: (517) 586-6051, E-MAIL: jkrueger@cobhall.com. INSURER(S): Home-Owners Insurance Company (NAIC # 26638), Auto-Owners Insurance Company (NAIC # 18988).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSD WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation and Employers' Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

Howell Township, 3525 Byron Rd., Howell, MI 48843. SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE signature.





B. Schmucks Brewing Company, File# PC2023-07, 4944 Mason Rd. Howell, Parcel ID# 4706-32-300-003. Preliminary Site Plan.

Township Planer Ann Wysocki reviewed her report on the proposed site plan. The applicate addressed the planers concerns. The members had questions for the applicate, discussion followed.

**Motion** by Newstead, second by Spaulding **“To approve preliminary site plan for File# PC2023-07, 4944 Mason Rd. Howell, Parcel ID# 4706-32-300-003 subject to meeting all of the conditions in the planners report and in the engineers’ report, and other government agencies.** Motion carried, 5 yes, 0 no.

C. Soapy Bucket Carwash, File# PC2023-08, Parcel ID# 4706-25-200-048. Preliminary Site Plan.

Township Planer Ann Wysocki reviewed her report on the proposed site plan. The applicant’s engineer Patrick Cleary addressed the planers, engineers & the fire departments concerns. The members had questions for the applicate, discussion followed

**Motion** by Counts, second by Newstead **“To approve the preliminary site plan for File# PC2023-08, Parcel ID# 4706-25-200-048 conditional the findings in the planers report dated 9.21.2023 and the engineers report dated 9.22.2023, Fire Department report dated 9.21.2023, Road Commission report dated 9.11.2023, also subject the rezoning, the combination of the parcels and the inclusion of an RV wash bypass lane”.** Motion carried, 5 yes, 0 no.

OTHER BUSINESS: Representative to the ZBA.

**MOTION** by Spaulding, second by Counts **“To recommend WAYNE WILLIAMS to the Township Board to fill the position of the Planning commission representative to the Zoning Board of Appeals.** Motion carried, 5 yes, 0 no.

CALL TO THE PUBLIC: None.

ADJOURNMENT: Meeting adjourned at 8:36 P.M.

Approved: \_\_\_\_\_

Wayne Williams, Chair \_\_\_\_\_

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

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

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

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

**ARTICLE XXII  
ZONING BOARD OF APPEALS**

**Section 22.01 ESTABLISHMENT OF BOARD OF APPEALS.**

There is hereby established a [Board of Appeals](#), which shall perform its duties and exercise its powers as provided by Article VI: [Zoning Board of Appeals](#) (Section 125.3601-125.3607), P.A. 110 of 2006, "Michigan Zoning Enabling Act" and as provided in this Ordinance in such a way that the objectives of this Ordinance shall be enforced, the public health and safety secured, and substantial justice done.

(Ord. No. 1 eff. Jan. 8, 1983.)

**Section 22.02 MEMBERSHIP AND TERMS OF OFFICE.**

- A. [The Zoning Board of Appeals \("ZBA"\) must consist of 5 members appointed by the Township Board. The first member of the ZBA must be a member of the Township Planning Commission.](#) The remaining regular members, and any alternate members, must be selected from the electors of the Township residing in the unincorporated portions of the Township. The members selected must be representative of the population distribution and of the various interests present in the Township.
- B. One regular member of the ZBA may be a member of the Township Board, but that member may not serve as chairperson of the ZBA. An employee or contractor of the Township may not serve as a member of the ZBA.
- C. The Township Board may appoint not more than 2 alternate members for the same term as the regular members to the ZBA. An alternate member may be called to serve as a member of the ZBA in the absence of a regular member if the regular member will be unable to attend 1 or more meetings. An alternate member may also be called to serve as a member for the purpose of reaching a decision on a case in which the member has abstained for reasons of conflict of interest; in such a case, the alternate member appointed must serve in the case until a final decision is made. In all instances, the alternate member has the same voting rights as a regular member of the ZBA.
- D. The term of [office](#) of each ZBA member is for 3 years, except for members serving because of their membership on the Planning Commission or Township Board, whose terms are limited to the time they are members of those bodies. A successor must be appointed not more than 1 month after the term of the preceding member has expired. Vacancies for unexpired terms must be filled for the remainder of the term.
- E. A member of the ZBA may be removed by the Township Board for misfeasance, malfeasance, or nonfeasance in [office](#) upon written charges and after public hearing. A member must disqualify himself or herself from a vote in which the member has a conflict of interest. Failure of a member to disqualify himself or herself from a vote in which the member has a conflict of interest constitutes malfeasance in [office](#).

(Ord. No. 1 eff. Jan. 8, 1983; amend. by Ord. No. 24 eff. Dec. 7, 1989; further amend. by Ord. eff. May 7, 1992 further amended by Ord. No. 201 eff. Dec. 21, 2006)

## LAND PURCHASE AGREEMENT

This LAND PURCHASE AGREEMENT ("Agreement") is made September 28, 2023, by and between Platinum Management Resources, of 13368 N. Fenton Rd., Fenton, MI 48430 ("Purchaser") and Howell Township, of 3525 Byron Rd., Howell, MI 48855 ("Seller") as follows:

### BACKGROUND

Seller desires to sell, and Purchaser desires to purchase vacant land located in Howell Township, Livingston County, Michigan (the "Land"), which Land is owned by Seller in fee simple.

### AGREEMENT

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS SET FORTH HEREIN THE PARTIES AGREE AS FOLLOWS:

1. Land. Seller agrees to sell and Purchaser agrees to purchase vacant Land located in Howell Township, Livingston County, State of Michigan, identified by Parcel ID Numbers and legally described on Exhibit "A," consisting of 60 unbuilt units in Pineview Village.

2. Purchase Price. The Purchase Price shall be Thirty Thousand Dollars (\$30,000.00), paid in cash in United States currency or its equivalent at closing.

3. Deposit. Purchaser hereby tenders to Seller a good faith deposit in the amount of Five Thousand Dollars (\$5,000.00) in the form of a certified check or cashier's check made payable to the Seller, to be credited to the Purchase Price at the time of Closing or forfeited to the Seller as liquidated damages. This deposit is nonrefundable except as may otherwise be provided in this Agreement. Purchaser shall not be entitled to any interest earned on the deposit. **PURCHASER ACKNOWLEDGES THAT THE DEPOSIT MAY BE NON-REFUNDABLE AS LIQUIDATED DAMAGES AND IS REFUNDABLE ONLY AS PROVIDED UNDER THE TERMS OF THIS AGREEMENT.**

4. Payment of Property Taxes. Property taxes for the year of Closing shall be pro-rated as of the date of Closing on a calendar basis based upon the amount of such taxes if known at the time of Closing. Taxes will be treated as if they cover the calendar year in which they are first billed. Taxes first billed in years prior to year of Closing will be paid by Seller without proration. If any bill for taxes is not issued as of the date of Closing, the then current taxable value and tax rate and any administrative fee will be substituted.

5. Inspection Period. Purchaser shall have sixty (60) days following the execution date noted in this Agreement ("Inspection Period") to conduct its due diligence. If Purchaser is not satisfied, in its discretion, that it has been or likely will be satisfied with the conditions required of this Agreement, Purchaser may terminate this Agreement by providing written notice to Seller, and upon such termination, Purchaser's good faith deposit shall be returned. This Agreement cannot be terminated under this Section following the cessation of the Inspection Period; rather, Purchaser may only terminate this Agreement pursuant to this Section during the Inspection Period. Upon commencement of the Inspection Period and throughout the term of this Agreement, Purchaser and its agents shall have the right to enter upon the Land to conduct the Examinations, which shall include soil borings, surveys, drilling and all tests normally performed

for the determination of the suitability of real estate and for the collecting of all information necessary thereto (except to the extent that any right to exercise Purchaser's termination ends as of the expiration of the Inspection Period). The Examinations are to be made at Purchaser's expense and Purchaser shall be liable for any damage (ordinary wear and tear excepted) caused to the Land during said Examinations. Further, Purchaser agrees to indemnify and hold harmless Seller from and against any damages or claims for injuries to any persons or to the Land that arise as a direct result of such Examinations, except to the extent such damages or claims are caused by or arise from preexisting conditions or Seller's, or its officers', directors', members', managers', principals', employees' or agents', negligence or intentional misconduct, which indemnity shall survive the Closing or any earlier termination of this Agreement. Purchaser shall provide Seller with evidence of insurance coverage, from Purchaser or any of its consultants entering the Land pursuant to this Section. If Purchaser terminates during the Inspection Period, Purchaser shall provide to Seller all reports and information obtained regarding the Land.

6. Closing Deadline: Schedule. The parties agree to schedule a closing at the earliest possible time, but in no event later than ninety (90) days following the date of this Agreement. Seller and Purchaser agree to use Bell Title Insurance Company, 6910 S. Cedar St., Suite 1, Lansing, Michigan 48911, as escrow agent and closing agent.

7. Seller's Closing Deliveries. At the Closing, Seller shall deliver to the Purchaser a Limited Warranty or Special Warranty Deed conveying to Purchaser only such title to the Land as is held by Seller, executed and acknowledged by Seller in recordable form.

8. Purchaser's Closing Deliveries. At Closing, Purchaser shall deliver to Seller the balance of the Purchase Price in the form of cash in U.S. currency or certified funds, and execute a signed Closing Statement, transfer tax declarations and state and local law reports and forms, evidence satisfactory to establish Purchaser's authority to purchase the Land and other documents as are necessary and appropriate for the consummation of this transaction by Purchaser.

9. Closing Costs. Purchaser will pay for all costs associated with the Closing, including all transfer and/or conveyance taxes, if any, assessed in connection with the Closing. Seller will pay the premium for the Title Policy. Purchaser will pay for the following costs of Closing, if any (iii) any Closing fee charged by the title company in connection with this transaction, (iv) any special assessments (water, sewer or otherwise) that currently are due at the time this Agreement is executed, and (v) any and all other regular and customary costs and expenses related to the Land.

10. Title. Seller will at its own expense order a commitment for an owner's policy of title insurance (the "Title Policy") within ten (10) days of the date of this Agreement. If Purchaser is not satisfied with the title to Land as shown by the Title Policy, Purchaser may cancel this Agreement within thirty (30) days after the date of this Agreement, but not thereafter, and is entitled to the return of any deposit received pursuant to this Agreement. Seller shall have no obligation to cure any alleged defects or objections to title to the Land.

11. Survey. Within ten (10) days of the date of this Agreement, Purchaser may order, at its own expense, a new ALTA survey (the "Survey") of the Land, showing the legal description of the Land, any boundary encroachments that may impact the Land, all easements affecting the Land and such other matters desired by Purchaser. If Purchaser is not satisfied with the Land as

shown by the Survey, Purchaser may cancel this Agreement within sixty (60) days after the date of this Agreement, but not thereafter, and is entitled to the return of any deposit received pursuant to this Agreement. Seller shall have no obligation to cure any alleged defects or objections shown by the Survey.

12. Environmental Matters. Within sixty (60) days of the date of this Agreement, Purchaser may, at its own expense, conduct such environmental site evaluations of the Land as it deems appropriate including, without limitation, a Phase I and Phase II environmental site assessment and/or a Baseline Environmental Assessment (collectively, the "Site Investigation Reports"). If Purchaser is not satisfied with the Land as shown by the Site Investigation Reports, Purchaser may cancel this Agreement within sixty (60) days after the date of this Agreement, but not thereafter, and is entitled to the return of any deposit received pursuant to this Agreement. Seller shall have no obligation to cure any alleged defects or objections shown by the Site Investigation Reports.

13. Representations of Seller. Seller hereby represents to Purchaser that to the best of Seller's knowledge, as of the date hereof and on the date of Closing, but without additional investigation by Seller:

A. Seller has the right, power and authority to enter into this Agreement and to sell the Land in accordance with the terms hereof, and Seller has granted no option or right of first refusal to any other person or entity to purchase the Land and has not entered into any contract to sell the Land as of the date of the Agreement. The individuals signing this Agreement and all other documents executed or to be executed pursuant hereto on behalf of Seller are and shall be duly authorized to sign the same on Seller's behalf and to bind Seller thereto.

B. Except as set forth in the Site Investigation Reports, Seller has not received any notice of, and has no knowledge of, existing violations on the Land or any portion thereof of any zoning, building, fire, health, pollution, environmental protection, hazardous or toxic substance or waste disposal law or ordinance.

C. Seller will convey the Land to Purchaser pursuant to the Limited Warranty or Special Warranty Deed.

D. All prior due general real estate related property taxes and assessments shall have been paid when due.

E. There is no litigation, proceeding or investigation pending or, to and to Seller's officials' knowledge, threatened against or involving Seller or the Land, and Seller does not know or have reason to know of any grounds for any such litigation, proceeding or investigation, which could have an adverse impact on Purchaser or Purchaser's title to or use of the Land, either before or after Closing.

F. Seller is not a "foreign person" as that term is defined in section 1445 of the Internal Revenue Code of 1986, as amended.

G. Except as set forth in any reports obtained or provided and to Seller's officials' knowledge, the Land and Seller are in full compliance with all requirements of federal, state and local environmental, health or safety laws, regulations and administrative or judicial decrees, as

amended (the "Environmental Laws"), limited only to within the time-frame from when the seller acquired the interest being conveyed and the closing of the Land to the Purchaser.

H. Within ten (10) days Seller will provide all documents relating to the property to Purchaser. With the exception of the documents provided to the Purchaser and to Seller's officials' knowledge, there are no reports, studies, appraisals, engineering reports, correspondence, agreements with governmental authorities, wetland studies or reports, flood plain studies or reports and/or other written information related to the Land of which Seller is aware or that are in Seller's possession or control.

14. Representations of Purchaser: Purchaser hereby represents to Seller, which representations and warranties shall survive Closing, that as of the date hereof, and on the date of Closing:

A. Purchaser has the full power and authority to execute, deliver and perform this Agreement and all of Purchaser's obligations under this Agreement; and

B. The individuals signing this Agreement and all other documents executed or to be executed pursuant hereto on behalf of Purchaser are and shall be duly authorized to sign the same on Purchaser's behalf and to bind Purchaser thereto.

C. Purchaser acknowledges that the Land was obtained by Seller through foreclosure sale and may dictate that title is transferred with a covenant or special warranty deed recognizing the same.

15. Default and Remedies.

A. Purchaser's Default; Seller's Remedy. If the Purchaser fails to close on the purchase of the Land, Seller may, as its sole and exclusive remedy terminate this Agreement by giving an appropriate Notice of Default as provided below.

B. Seller's Default; Purchaser's Remedies. In the event Seller fails to timely perform any material act, or provide any material document or information required to be provided by Seller, then Purchaser shall be entitled to (i) terminate this Agreement, and (ii) seek return of the deposit.

C. Notice of Default. In the event either party declares the other to be in default, such declaration shall be in writing, with an outline of the actions required to cure such default. The recipient of such notice of default shall have 30 days to cure the alleged default.

16. Sale and Assignment of Agreement. Neither party may assign its rights or delegate its obligations under this Agreement without the consent of the other party, which consent may be withheld in such other party's sole discretion.

17. Right to Split Land. The Land may be located within the vicinity of farmland or farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act. The Seller grants to the Purchaser the right to make \_\_\_\_ division(s) under section 108 of the Land Division Act, Act No 288 of the Public Acts of 1967. (If no number is inserted, the right to make divisions stays with the portion of the parent tract retained by the Seller; if all

of the parent tract is conveyed, then all division rights are granted.) No number shall or will be inserted on the line before divisions and has been intentionally left blank.

18. Special Assessments. Purchaser acknowledges that there are Special Assessments for sewer and water against the Land that will come due for payment in the future and that are in the principal amount of \$20,444.00. Purchaser agrees to pay said Special Assessments in full at closing. Property includes 60 REUs of sewer and water.

19. Miscellaneous.

A. TIME IS OF THE ESSENCE OF THIS AGREEMENT.

B. This Agreement shall be governed by and construed under the laws of the state of Michigan.

C. This Agreement supersedes all prior discussions and agreements between Seller and Purchaser with respect to the conveyance of the Land and all other matters contained herein and constitutes the sole and entire agreement between Seller and Purchaser with respect thereto. This Agreement may not be modified or amended unless such amendment is set forth in writing and signed by both Seller and Purchaser.

D. All notices, payments, demands or requests required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed to have been properly given or served effective on the second (2nd) business day after being deposited in the United States mail, postpaid and registered or certified with return receipt requested; or when sent by private courier service for same-day delivery or one day after being sent by private courier service for next-day delivery. Notices shall be sent to the respective addresses set forth below:

To Seller: Howell Township  
Attention: Sue Daus, Clerk  
3525 Byron Rd  
Howell, MI 48855

With a copy to: Fahey Schultz Burzych Rhodes PLC  
Attn: Christopher S. Patterson  
4151 Okemos Road  
Okemos, MI 48864  
Phone: 517-381-0100

To Purchaser: Platinum Management Resources  
13368 N. Fenton Rd.  
Fenton, MI 48430

With a copy to: Michelle Herrst



RE/MAX Platinum  
6870 Grand River Ave.  
Brighton, MI 48114

E. This Agreement shall inure to the benefit of and bind the parties hereto and their respective heirs, legal representatives, successors and permitted assigns.

F. Purchaser shall be responsible for any and all compensation owing to all brokers or consultants in connection with the transaction contemplated by this Agreement and agrees to indemnify and hold the Seller harmless against any and all liability, loss, cost, damage and expense (including, but not limited to, attorneys' fees and costs of litigation) that the Seller shall ever suffer or incur because of any claim by any such broker or consultant. These obligations will survive closing or termination of this Agreement.

G. Seller will not contest changes to the Master Deed relative to reducing the number of units by up to 12 units for the purpose of additional parking or green space. Any changes to the Master Deed are contingent on closing.

H. Should the Purchaser sell unbuilt parcels for up to Three (3) years after closing, Purchaser will compensate Seller with payment of ten percent (10%) of the gross proceeds at closing.

I. Seller agrees to act in good faith to execute any documents reasonably requested by Purchaser for any approvals or consents in Seller's role as an owner of real estate, but this Agreement shall have no binding effect on any request for decisions, determinations, approvals, consent, governmental reviews, permits, or other governmental actions—whether an exercise of administrative or legislative authority—of any board, commission, committee, or public body of the Seller.

J. Seller is in possession of \$25,000 in escrow for road paving. Upon completion of the road paving, verification by Township Engineer, and a sign-off from the HOA Board that the work is complete, Seller will release the road paving funds to the party that paid for the road work to be completed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement under seal as of the date first above written.

SELLER: HOWELL TOWNSHIP

By: \_\_\_\_\_

Its: \_\_\_\_\_

PURCHASER:

By: William [Signature] for Platinum Management Resources

Its: President

EXHIBIT A

Legal Description of Units:

Sixty (60) Units of Pineview Village Condominium situated in Howell Township, Livingston County, Michigan, legally described as follows:

<u>Unit No.</u>	<u>Parcel No.</u>	<u>Unit No.</u>	<u>Parcel No.</u>	<u>Unit No.</u>	<u>Parcel No.</u>
39	4706-27-201-039	67	4706-27-201-067	87	4706-27-201-087
40	4706-27-201-040	68	4706-27-201-068	88	4706-27-201-088
41	4706-27-201-041	69	4706-27-201-069	89	4706-27-201-089
42	4706-27-201-042	70	4706-27-201-070	90	4706-27-201-090
43	4706-27-201-043	71	4706-27-201-071	91	4706-27-201-091
44	4706-27-201-044	72	4706-27-201-072	92	4706-27-201-092
53	4706-27-201-053	73	4706-27-201-073	93	4706-27-201-093
54	4706-27-201-054	74	4706-27-201-074	94	4706-27-201-094
55	4706-27-201-055	75	4706-27-201-075	95	4706-27-201-095
56	4706-27-201-056	76	4706-27-201-076	96	4706-27-201-096
57	4706-27-201-057	77	4706-27-201-077	97	4706-27-201-097
58	4706-27-201-058	78	4706-27-201-078	98	4706-27-201-098
59	4706-27-201-059	79	4706-27-201-079	99	4706-27-201-099
60	4706-27-201-060	80	4706-27-201-080	100	4706-27-201-100
61	4706-27-201-061	81	4706-27-201-081	131	4706-27-201-131
62	4706-27-201-062	82	4706-27-201-082	132	4706-27-201-132
63	4706-27-201-063	83	4706-27-201-083	133	4706-27-201-133
64	4706-27-201-064	84	4706-27-201-084	134	4706-27-201-134
65	4706-27-201-065	85	4706-27-201-085	135	4706-27-201-135
66	4706-27-201-066	86	4706-27-201-086	136	4706-27-201-136

*with*

**HOWELL TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN  
RESOLUTION TO AUTHORIZE SALE OF PROPERTY  
RESOLUTION NO. 10.23. \_\_\_\_\_**

At a regular meeting of the Howell Township Board, held at the Township Hall on the 2<sup>nd</sup> day of October, 2023, at 6:30 p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_ :

**WHEREAS**, the Township Board wishes to sell the property located in Howell Township, identified as 60 units in Pineview Village Parcel ID Numbers Attached (“the Property”); and

**WHEREAS**, the Township Board finds the Property is no longer needed for public use by the Township; and

**WHEREAS**, the sale of the Property is determined to be in the best interests of the Township.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Board of Howell Township, Livingston County, Michigan, as follows:

1. The Township Board approves the sale of the Platinum Management Resources, 13368 N. Fenton Rd., Fenton, MI 48430 for the sum of Thirty Thousand and 00/100 Dollars (\$30,000.00).
2. The Township Board authorizes and directs the Township Supervisor, the Township Clerk, or the Township Treasurer to execute such documents as are necessary to effectuate the sale of the Property.
3. All prior resolutions and parts of prior resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Yeas:

Nays:

RESOLUTION DECLARED \_\_\_\_\_.

STATE OF MICHIGAN            )  
  ) ss  
COUNTY OF LIVINGSTON    )

I, the undersigned, the duly qualified and acting Clerk for the Howell Township, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Howell Township Board at a meeting held on the 13th day of September, 2021, and further certify that the above Resolution was adopted at said meeting.

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Sue Daus, Township Clerk  
Howell Township

MODEL AGREEMENT FOR ELECTION SERVICES  
 BETWEEN THE CITY OF HOWELL, HOWELL TOWNSHIP AND COHOCTAH TOWNSHIP in  
 LIVINGSTON COUNTY

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This Municipal Joint Early Voting Site Agreement (the "Agreement") is made between The City of Howell, 611 E. Grand River, Howell, MI. 48843, Howell Township, 3525 Byron Rd. Howell, MI. 48855, and Cohoctah Township, 10518 Antcliff Rd., Fowlerville, MI. 48836. In this Agreement, each municipality will be represented by their respective clerk in their official capacity. The municipalities may be referred to individually as a "party" and jointly as "parties".

**PURPOSE OF THE AGREEMENT.** The municipalities enter into this Agreement pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963 and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq.*, for the purpose of operating a joint early voting site.

Name of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Howell	3	
Howell Township	3	
Cohoctah Township	1 (3) splits	-----

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
  - 1.1 **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit, and attachment to this Agreement.
  - 1.2 **Coordinator** means the individual designated by the clerks of the municipalities and identified as the individual responsible for providing oversight to ensure sufficient resources are available and timely dispatched to each early voting site and monitoring the administrative requirements of early voting for the participating municipalities.
  - 1.3 **Early Voting Plan** means the document and any addenda to the document outlining the manner in which early voting will be provided in a county or municipality, as described in MCL 168.720a *et seq.* The requirements of an early voting plan are described in MCL 168.720h(3).
  - 1.4 **Election Services** encompasses the following individual Election Services provided by either municipality's Elections Division, if applicable:  
 [insert applicable Election Services]
  - 1.5 **Legislative Body of the Municipality** means the city or township council elected or appointed and serving in the municipality.
  - 1.6 **Municipality** means any participating municipality, which are entities created by state or local authority or which are primarily funded by or through state or local authority, including, but not limited to, their council, Board, departments, divisions, elected and

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<sup>1</sup> The Bureau of Elections has published this Model Agreement for a joint early voting site, as required by MCL 168.720d. Jurisdictions may add, remove, or modify language in this Agreement and should consult their own counsel in developing and signing any agreement regarding a joint early voting site.

appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors.

- 1.7 ill.E means the Qualified Voter File as described in MCL 168.509m.
- 1.8 **QVF Controller** means the individual appointed by the county clerk and identified as the Qualified Voter File (QVF) administrator of early voting information within the QVF.
- 1.9 **Site Supervisor** means the participating municipal clerk or a member of the county clerk's staff who shall act as supervisor for each day of early voting. The county clerk may appoint a different participating municipal clerk or member of the county clerk's staff to act as a supervisor for different days of early voting

2. **PARTIES TO AN AGREEMENT.**

- 2.1 An Agreement may be entered into between two or more municipalities wholly or partially located within the same county.
- 2.2 A municipality located in multiple counties can only enter into an Agreement with municipalities within one of the counties in which the municipality is located.

3. **SCOPE OF THE AGREEMENT.**

- 3.1 The parties must decide among themselves and include in the Agreement the elections to which the Agreement applies. Early voting must be provided for all statewide and federal elections, but parties may extend early voting to non-statewide elections at their discretion.

4. **COORDINATOR**

- 4.1 ~~[Insert coordinator name]~~ *Debra* will serve as coordinator of the joint early voting site and will be responsible for organizing and monitoring the administrative requirements, including staffing, of early voting for the participating municipalities.

- 4.1.1 In the event that that coordinator is unable to personally supervise and staff each early voting site on each day of early voting, the coordinator may designate early voting site supervisors to assist with the staffing and supervision of early voting.

- 4.2 If the coordinator becomes unavailable for any reason, the role will be filled in one of the following ways, as determined by the parties upon execution of this Agreement:

- 4.2.1 The clerks of the participating municipalities must determine the new coordinator among themselves and would submit a revised early voting plan to that effect to the Department.

*Lucy Johnson* ~~(insert backup)~~ coordinator name) as backup coordinator, would assume the responsibilities of coordinator. If the backup coordinator is unavailable for any reason, the clerks of the participating municipalities would determine the new coordinator among themselves and would submit a revised early voting plan to that effect to the Department

5. QVF CONTROLLER.

- 5.1 [Insert QVF controller name] will serve as the Qualified Voter File (QVF) administrator of early voting information within the QVF. The controller's duties will involve setting up the necessary voting regions, user access, and application access needed for the sites designated in the Agreement. The QVF controller must meet the security requirements of a QVF user. The QVF controller can be the same as the coordinator as long as the appropriate QVF training is completed.

6. APPROVAL OF EARLY VOTING SITES.

- 6.1 Pursuant to MCL 168.662, the Legislative Body in each municipality will designate as options at least one place and no more than two places that meet the requirements for an early voting site.
- 6.2 The clerks of the participating municipalities will select the joint early voting site or sites from those options.

APPOINTMENT OF ELECTION INSPECTORS.

- .1 The parties must designate which board of election commissioners is responsible for the appointment of election inspectors.
- 7.2 At least 31 days before each statewide and federal election, the designated board will appoint for each early voting site at least 3 election inspectors and as many more as the board determines is required for the efficient, speedy, and proper conduct of the election.
- The designated board will further designate one appointed election inspector from each early voting site as chairperson.
- 4 The selection of election inspectors will be governed by MCL 168.674.

8. APPROVAL OF EARLY VOTING HOURS.

- 8.1 Prior to the submission of an Agreement or early voting plan, the clerks of the participating municipalities will do all of the following:
- 8.1.1 For the nine early voting days guaranteed by the Constitution, decide among themselves the hours that early voting will be provided at the approved joint early voting site or sites and include those hours in this Agreement.
- 8.1.2 For any dates or hours beyond the dates and hours guaranteed by the Constitution, decide the days and hours that early voting will be provided at the joint early voting site or sites and include those days and hours in this Agreement.
- 8.1.3 Indicate whether the days and hours specified in this Agreement apply to all elections or only to statewide and federal elections.

9. NOTICE OF EARLY VOTING HOURS.

- 9.1 Not less than 45 days before Election Day, the clerk of each participating municipality will give public notice of the dates and hours for early voting at the joint early voting site or sites by posting of the notice on each municipality's website and any other publication or posting the clerk considers advisable.

**10. BUDGET AND COST SHARING.**

**10.1** Prior to the submission of an Agreement or early voting plan, the clerks of the participating municipalities will produce a proposal for the early voting budget and cost sharing and chargeback procedures and enter the terms here. Examples of budget, cost-sharing and chargeback procedures are as follows:

**10.1.1** Make each municipality responsible for the fraction of costs corresponding to the fraction of registered voters in the Qualified Voter File for each municipality's jurisdiction.

*1 early voting site*

**10.1.2** Share the costs equally among the participating municipalities.

**10.1.3** An alternate cost-sharing option agreed upon by the clerks of the participating municipalities.

**STAFFING AND SUPERVISION**

**11.1** The coordinator is responsible for ensuring adequate staffing and supervision at early voting sites including selection of the site supervisor who oversees a specific early voting site(s).

**11.2** The site supervisor shall operate in the same manner and have the same authority as a municipal clerk operates in an election day polling place.

**11.3** The site supervisors for early voting site; must be listed in the attached Exhibit B.

**12. TABULATORS AND EARLY VOTING POLL BOOK LAPTOPS AT EARLY VOTING SITE(S).**

Prior to the submission of an Agreement or Early Voting Plan, the clerks of the participating municipalities will do all of the following:

**12.1.1** Determine the number of tabulators and early voting poll book laptops or other voting equipment that are necessary at each early voting site.

**12.1.2** Determine which municipality will provide the tabulators and early voting poll book laptops or other voting equipment.

**12.1.3** Designate which board of election commissioners is responsible for conducting testing of the electronic voting equipment.

The coordinator will be responsible for taking necessary steps to set up the early voting poll book and early voting poll book laptops.

**12.2.1** If the coordinator is not a clerk, the clerks of the participating municipalities must decide among themselves which clerk is responsible for taking the necessary steps to set up the early voting poll book and early voting poll book laptops.

*Testing City*

**12.3** Tabulators and early voting poll book laptops used at each early voting site must be configured in one of the ways set forth in MCL 168.720j(8) and 720j(9).

**13. CLOSING PROCEDURES DURING EARLY VOTING AND ON ELECTION DAY**

**13.1** During Early Voting, the coordinator must ensure compliance with the closing procedures described in MCL 168.720j(8) and 720j(9) and any instructions issued by the Secretary of State



- 13.2 During Early Voting, the coordinator must ensure that specified election materials are secured in compliance with MCL 168.720j(10) and any instructions issued by the Secretary of State.
  - 13.3 At the conclusion of Election Day, the coordinator must ensure compliance with the closing procedures described in MCL It38.720j(11) and any insuuctions issued by the Secretary of State.
14. **CANVASS OF EARLY VOTE RETURNS AND REPORTING OF EARLY VOTING RESULTS**
- 14.1 The board of election commissioners responsible for appointing election inspectors for early voting is responsible for appointing the receiving board or group of election inspectors to canvass the early vote returns on Election Day and report early voting results to the county clerk.
  - 14.2 At the conclusion of Election Day, the coordinator must ensure compliance with the canvass and reporting requirements described in MCL 168.720j(11)-(14) and MCL 168.801-810.
15. **EXECUTION OF MUNICIPAL JOINT EARLY VOTE SITE AGREEMENT.**
- 15.1 A municipal Joint Early Voting Site Agreement must be finalized and signed by all participating municipalities:
    - 15.1.1 No later than 125 days before the first regularly scheduled statewide or federal election in each even numbered year.
    - 15.1.2 No later than 90 days before a special statewide or federal election.
16. **EARLY VOTING PLAN.**
- 16.1 No later than 120 days before the first statewide or federal election in each even numbered year, the coordinator will be responsible for ensuring an early voting plan, attached as Exhibit A, is filed with the county clerk of the county in which the municipalities are located.
17. **NOTICE TO SOS OF CHANGES TO LOCATIONS, DAYS, AND HOURS OF EARLY VOTING.**
- 17.1 No later than 45 days before the first early voting day allowed by statute, the coordinator will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating municipalities. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.
18. **DURATION OF MUNICIPAL JOINT EARLY VOTE SITE AGREEMENTa!**
- 18.1 This Agreement and any amendments will be effective when executed by all Parties, as evidenced by the signature of each participating municipal lerk.
  - 18.2 Municipalities must agree how long the Agreement will stay in effect and how it will be cancelled or terminated. An Agreement may provide that the Agreement has no fixed termination date.

**19. CANCELLATION, MODIFICATION, AND TERMINATION OF MUNICIPAL JOINT EARLY VOTE, SITE AGREEMENT.**

- 19.1** If the parties terminate Agreement for any reason, the clerk of each participating municipality must submit a revised early voting plan to the Department outlining the manner in which early voting will be provided.
- 19.2** If a party withdraws from the Agreement for any reason, the clerk of the municipality withdrawing from the Agreement must submit a revised early voting plan to the Department outlining the manner in which early voting will be provided. A party to a municipal Agreement may withdraw from the Agreement by providing at least 30 days' written notice to the other Parties to the Agreement.
- 19.3** A party may not withdraw from the Agreement during the period beginning 150 days before the first statewide November election in an even numbered year and ending on the completion of the county canvass for the statewide general November election in that even numbered year.
- 19.4** If the Agreement covers any elections in addition to statewide and federal elections, a Party may not withdraw from the Agreement during the period beginning 150 days before the election covered under the Agreement and ending on the completion of the county canvass for that election.

_____	_____	_____
Printed name of Clerk 1	Signature of Clerk 1	Date

_____	_____	_____
Printed name of Clerk 2	Signature of Clerk 2	Date

_____	_____	_____
Printed name of Clerk 3	Signature of Clerk 3	Date

## EXHIBIT A: Early Voting Pla11

No later than 120 days before the first statewide or federal election in each even numbered year, the coordinator is responsible for ensuring an Early Voting Plan, covering the parties to the Municipal Agreement, is filed with the county clerk of the county in which the municipalities are located.

Not less than 45 days before the first early voting day allowed by statute, the coordinator will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating municipalities. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.

**Plan Coverage:** Municipal Agreement

### Coordinator of Municipal Agreement:

Name of Coordinator	Position	Email Address	Phone Number
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### Municipality 1:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Howell	Deanna Robson	3	

### Municipality 2:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Howell Township	Sue Daus		

### Municipality 3:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Cohoctah Township	Barb Fear		

Early Voting Location Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Location of site			
Municipalities served at site			
Number of Election Workers at site	7		

Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)			
Hours for 9 days of Constitutionally-required early voting			
How many (if any) additional days of early voting will be provided at this site?		---	
Hours for any additional days of early voting			
Is this site ADA compliant?			
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?			

**Early Voting Equipment Information:**

	Early voting site #1	Early voting site #2	Early voting site #3
Number of tabulators at site			
Municipality responsible for providing tabulators			
Number of early voting poll book laptops			
Municipality responsible for providing early voting poll book laptops			
Clerk responsible for taking the necessary steps to set up the early voting poll book laptops			
Board of election commissioners responsible for testing equipment			

## EXHIBIT B: SITE SUPERVISORS

### Early Voting Site Supervisors:

	Supervisor at Early voting site #1	Supervisor at Early voting site #2	Supervisor at Early voting site #3
Early Voting Day 1			
Early Voting Day 2			
Early Voting Day 3			
Early Voting Day 4			
Early Voting Day 5			
Early Voting Day 6			
Early Voting Day 7			
Early Voting Day 8			
Early Voting Day 9			

Describe the communication strategy for informing electors of their opportunity for early voting:

(Each elector will be notified of each jurisdictions Early Voting location and hours of operation with a letter of correspondence via mail) The Clerk, or member of the Clerk's staff will post the notice in the City/Township Hall, on the City/Township website, as well as on the Department of State's website. (The Clerk of each jurisdiction

Will also send a publication notice to the local newspaper.)

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# Code Enforcement List

11-D

09/25/2023

Address	Owners Name	Parcel Number	Date Filed	Origin	Status
370 N TRUHN RD	MUNSELL MATTHEW	4706-31-300-003	08/02/2022	PUBLIC/ PHONE	OPEN - SECOND LETTER SEN
<b>Complant</b> CALLER COMPLAINED OF JUNK AND UN LICENSED VEHICLES					
<b>Comments</b> DID A SITE VISIT ON 8.3.2022 PICTURES ATTACHED. 4.17.2023 THERE ARE STILL SEVERAL VEHICLES AND JUNK IN THE YARD. 4.24.2023 MATT CALLED SAID WE WILL TALK WITH THE RENTER AND GET BACK WITH ME NEXT WEEK. 5.22.2023 DID A SITE VISIT, SOME CLEAN UP HAS BEEN COMPLETED THERE ARE STILL SEVERAL TRUCK ON THE SITE THAT DO NO APPEAR TO BE IN RUNNING CONDITION.					
931 GOD'S PEACE DR	TERVO STEVEN	4706-23-300-058	08/04/2022	PUBLIC/ PHONE	OPEN - CITATION ISSUED
<b>Complant</b> JUNK, TRAILERS AND VEHICLES THAT CAN BE SEEN FROM HER PROPERTY.					
<b>Comments</b> 2.2.2023 NOTICE OF VIOLATION SENT. 2.13.2023 SENT E-MAIL TO SHERIFF'S OFFICE RE: SERVING CIVIL INFRACTION CITATION. 2.15.2023 DEPUTY SERVED THE CITATION WENT TO FILE IT WITH THE COURT. THE COURT REJECTED THE CITATION. 5.15.2023 VISTED THE SITE THINGS ARE BEING MOVED TO THE BACK OF THE SITE, IT IS DIFFICULT TO WHAT IS CURRENTLY ON THE SITE, THERE IS STILL 7 OR 8 SEMI TRAILERS SEVREAL VEHICLES. 5.17.2023 CITATION ISSUED. 6.26.2023 COURT DATE IS SCHEDULED FOR JULY 17, 2023. 7.17.2023 STIPULATED TO A CONSENT JUDGMENT. 7.18.2023 CLEAN UP HAS STARTED.					

# Code Enforcement List

09/25/2023

Address	Owners Name	Parcel Number	Date Filed	Origin	Status
5057 WARNER	HARTER EDWARD H	4706-19-200-005	03/14/2022	PUBLIC/ EMAIL	OPEN - SECOND LETTER SEN
<b>Complant</b> LARGE AMOUNT OF JUNK AND LITTER IN THE YARD.					

## Comments

4.17.2023 THERE IS MORE JUNK NOW THEN THERE WAS LAST MARCH OF 2022 OR JANUARY OF 2023.  
5.25.2023 I SPOKE WITH MR. HARTER HE IS STARTING TO CLEAN THE SITE UP, HE SAID THAT IT WILL TAKE SOME TIME TO GET IT ALL CLEANED UP. I WILL BEE CHECKING ON HIS PROGRESS EVERY FEW WEEKS TO MAKE SURE HE IS MAKING PROGRESS.  
6.29.2023 SOME PROGRESS HAS BEEN MADE. WILL CHECK BACK IN A COUPLE OF WEEKS.

5811 CRANDALL	LESINSKI THORNE	4706-05-201-041	08/31/2023		OPEN - VERBAL WARNING
<b>Complant</b> A LARGE AMOUNT OF GARBAGE BAGS STORED ON THE REAR DECK, AN OLD COUCH ON THE FRONT PORCH.9.14.2023 RECEIVED A COMPLAINT OF BURNING GARABGE IN THE FRONT YARD.					

## Comments

8.31.2023 DID A SITE INSPECTION AND TALK WITH MR. LESINSKI ABOUT THE GARBAGE AND THE COUCH.HE SAID THAT HE WAS GOING TO GET IT CLEANED UP AND THAT HE IS TRYING TO GET THE HOUSE CLEANED OUT.  
9.6.2023 REVISITED THE SITE AT THERE ARE NOW SEVERAL VEHICLES ON SITE 2 CARS THAT ARE UNLICENSED AND NOT RUNNING.  
9.20.2023 MR. LESINSKI CALLED TO UPDATE ME ON HIS PROGRESS. IT IS TAKING HIM LONGER THAN HE WOULD LIKE TO GET THING CLEANED UP, THE TRASH COMPANY WILL ONLY PICK UP ONE LARGE ITEM A WEEK. HE IS STILL WORKING ON IT.

## Records: 4

Population: All Records

Enforcement.Status Starts With OPEN



**ADD REU**

Permit #	Contractor	Job Address	Fee Total
PREU23-005	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$10,200.00
<b>Work Description:</b> 3.4 ADDITIONAL REU'S WATER			
PREU23-006	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$12,580.00
<b>Work Description:</b> 3.4 ADDITIONAL REU'S			

**Total Permits For Type: 2**  
**Total Fees For Type: \$22,780.0**

**ADDRESS ASSIGNMENT**

Permit #	Contractor	Job Address	Fee Total
PA23-007	FERNCO DEVELOPMENT LTD	4293 LAMBERT DR	\$25.00
<b>Work Description:</b> LOCATED ON THE SOUTH SIDE OF LAMBERT DR. WEST OF BURKHART ROAD.			

**Total Permits For Type: 1**  
**Total Fees For Type: \$25.00**

**Commercial Land Use**

Permit #	Contractor	Job Address	Fee Total
P23-131	FERNCO DEVELOPMENT LTD	4293 LAMBERT DR	\$250.00
<b>Work Description:</b> PHASE 1 SELF STORAGE TO INCLUDE 7 BUILDINGS SITE IMPROVEMENTS AND OUTSIDE RV STORAGE.			
P23-132	TANGER PROPERTIES LLC	N BURKHART A-110	\$50.00
<b>Work Description:</b> RE OCCUPATION OF EXISTING SPACE.			
P23-145	CRAWFORD BROTHERS	1385 N BURKHART	\$50.00
<b>Work Description:</b> REMODEL, REFURBISH, PAINT, CARPET, TILE			
P23-156	TANGER PROPERTIES LLC	1475 N BURKHART G-150	\$50.00
<b>Work Description:</b> RE-OCCUPYING AN EXISTING STORE			

**Total Permits For Type: 4**

Total Fees For Type: \$400.00

## MHOG

Permit #	Contractor	Job Address	Fee Total
PMHOG23-036	KRILICH DANIEL	3071 IVY WOOD CIR	\$0.00
<b>Work Description:</b> IRRIGATION METER			
PMHOG23-037	BROMLEY ALEXANDER AND L	3208 HILL HOLLOW LN	\$0.00
<b>Work Description:</b> IRRIGATION METER			
PMHOG23-038	DRISCOLL KURT	3051 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			
PMHOG23-039	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$0.00
<b>Work Description:</b>			
PMHOG23-040	WESTVIEW CAPITAL LLC	3059 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			
PMHOG23-041	K & K LEASING LLC	1695 HYDRAULIC DR	\$0.00
<b>Work Description:</b>			

Total Permits For Type: 6

Total Fees For Type: \$0.00

## Residential Land Use

Permit #	Contractor	Job Address	Fee Total
P23-097	UNION AT OAK GROVE	1820 MOLLY LANE	\$75.00
<b>Work Description:</b> CONSTRUCTION OF A MAIL KIOSK ACROSS FROM THE CLUB HOUSE.			
P23-123	GRAHAM JEAN & WILLIAM	4540 OAK GROVE RD	\$10.00
<b>Work Description:</b> 80' X 72' AG BUILDING			
P23-124	YANG KA YING	2180 W HIGHLAND	\$10.00
<b>Work Description:</b> RE-ROOF NO STRUCTURAL CHANGES			
P23-125	BURKHART RIDGE LLC	1024 RIVER LINE DR	\$0.00
<b>Work Description:</b> SETTING MOBILE HOME			
P23-126	BURKHART RIDGE LLC	1054 RIVER LINE DR	\$0.00
<b>Work Description:</b> SET MOBILE HOME			

P23-127	BURKHART RIDGE LLC	1096 RIVER LINE DR	\$0.00
<b>Work Description:</b> SET MOBILE HOME			
P23-128	BURKHART RIDGE LLC	4427 PALMERSTON DR	\$0.00
<b>Work Description:</b> SET MOBILE HOME			
P23-129	PAULS WILLIAM A AND TRACE	3275 WARNER	\$75.00
<b>Work Description:</b> 40 X 72 X 16 POLE BARN			
P23-130	HOFFMANN JOE AND KIM	2320 BYRON	\$10.00
<b>Work Description:</b> RE-ROOFING HOUSE			
P23-134	BICKLEY STEPHANI A	5027 W GRAND RIV	\$50.00
<b>Work Description:</b> DEMOLITION OF HOUSE			
P23-135	UNION AT OAK GROVE	112 MADDUX LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-136	UNION AT OAK GROVE	90 MADDUX LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-137	UNION AT OAK GROVE	72 MADDUX LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-138	UNION AT OAK GROVE	1963 NICHOLAS LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-139	UNION AT OAK GROVE	1828 MOLLY LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-140	UNION AT OAK GROVE	49 ALEX LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-141	UNION AT OAK GROVE	69 ALEX LANE	\$75.00
<b>Work Description:</b> 1,296 SQ FT CAR PORT			
P23-142	UNION AT OAK GROVE	186 MADDUX LANE	\$75.00
<b>Work Description:</b> 1,584 SQ FT CAR PORT			
P23-143	UNION AT OAK GROVE	91 ALEX LANE	\$75.00
<b>Work Description:</b> 1,584 SQ FT CAR PORT			
P23-144	UNION AT OAK GROVE	42 MADDUX LANE	\$75.00
<b>Work Description:</b> 1,586 SQ FT CAR PORT			
P23-146	UNION AT OAK GROVE	1965 MOLLY LANE	\$75.00
<b>Work Description:</b> 2,592 SQ FT CAR PORT			
P23-147	UNION AT OAK GROVE	1962 THOMAS LANE	\$75.00

**Work Description:** 2,592 SQ FT CAR PORT

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P23-148	UNION AT OAK GROVE	1924 SHAELYN LANE	\$75.00
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**Work Description:** 2,916 SQ FT CAR PORT

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P23-149	UNION AT OAK GROVE	1950 SHAELYN LANE	\$75.00
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**Work Description:** 2,916 SQ FT CAR PORT

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P23-150	UNION AT OAK GROVE	1872 SHAELYN LANE	\$75.00
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**Work Description:** 2,916 SQ FT CAR PORT

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P23-151	UNION AT OAK GROVE	1902 SHAELYN LANE	\$75.00
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**Work Description:** 2,916 SQ FT CAR PORT

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P23-152	UNION AT OAK GROVE	132 MADDUX LANE	\$75.00
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**Work Description:** 3,888 SQ FT CAR PORT

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P23-153	ESPER PATRICK AND DEANN	5700 EMMONS	\$75.00
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**Work Description:** 2170 SQ FOOT HOME, 3 CAR GARAGE, 3 BEDROOMS, 2-1/2 BATHS, VINYL SIDING, CRAWL SPACE WITH CONCRETE FLOORING,

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P23-154	RICE KELLY S & JENNIFER M	1170 CRESTWOOD	\$10.00
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**Work Description:** REPLACING WOOD PAD WITH CRUSHED CONCRETE FOR HOT TUB AND WHOLE HOUSE GENERATOR AND TRANSFER SWITCH

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P23-155	LABADIE BRYAN AND WHITT	5497 EMMONS	\$10.00
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**Work Description:** WAIVER FOR A AGRICULTURAL BARN 36 X 64 X 16

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P23-157	MOBLEY GARY C AND MARY J	332 KEENEN CT	\$50.00
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**Work Description:** 10 X 14 FREE STANDING DECK

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P23-158	SEITZ ROBERT	1264 FOX HILLS DR	\$10.00
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**Work Description:** RE-BUILDING AN EXISTING DECK

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P23-159	BURKHART RIDGE LLC	1024 RIVER LINE DR	\$75.00
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**Work Description:** 24 FT X 55 FT GARAGE

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P23-160	BURKHART RIDGE LLC	1054 RIVER LINE DR	\$75.00
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**Work Description:** 24 FT X 24 FT GARAGE

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P23-161	BURKHART RIDGE LLC	1096 RIVER LINE DR	\$75.00
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**Work Description:** 24 FT X 24 FT GARAGE

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P23-162	BURKHART RIDGE LLC	4427 PALMERSTON DR	\$75.00
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**Work Description:** 24 FT X 30 FT GARAGE

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P23-163	BURKHART RIDGE LLC	1017 STONEHEDGE DR	\$50.00
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**Work Description:** 8 X 18 TREX DECK

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P23-164	LANE ROBERT JAMES	327 KEENEN CT	\$50.00
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**Total Permits For Type: 38**  
**Total Fees For Type: \$2,060.00**

## Sewer Connection

Permit #	Contractor	Job Address	Fee Total
PWS23-058	BURKHART RIDGE LLC	1024 RIVER LINE DR	\$5,000.00
<b>Work Description:</b>			
PWS23-060	BURKHART RIDGE LLC	1054 RIVER LINE DR	\$5,000.00
<b>Work Description:</b>			
PWS23-062	BURKHART RIDGE LLC	1096 RIVER LINE DR	\$5,000.00
<b>Work Description:</b>			
PWS23-064	BURKHART RIDGE LLC	4427 PALMERSTON DR	\$5,000.00
<b>Work Description:</b>			
PWS23-067	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$17,000.00
<b>Work Description:</b>			

**Total Permits For Type: 5**  
**Total Fees For Type: \$37,000.0**

## Water Connection

Permit #	Contractor	Job Address	Fee Total
PWS23-059	BURKHART RIDGE LLC	1024 RIVER LINE DR	\$5,000.00
<b>Work Description:</b>			
PWS23-061	BURKHART RIDGE LLC	1054 RIVER LINE DR	\$5,000.00
<b>Work Description:</b>			
PWS23-063	BURKHART RIDGE LLC	1096 RIVER LINE DR	\$5,000.00
<b>Work Description:</b>			
PWS23-065	BURKHART RIDGE LLC	4427 PALMERSTON DR	\$5,000.00
<b>Work Description:</b>			
PWS23-066	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$17,000.00
<b>Work Description:</b>			

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Total Permits For Type:	5
Total Fees For Type:	\$37,000.0

# Report Summary

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Population: All Records  
Permit.DateIssued Between  
8/1/2023 12:00:00 AM AND  
8/31/2023 11:59:59 PM

<b>Grand Total Fees:</b>	<b>\$99,265.0</b>
<b>Grand Total Permits:</b>	<b>61</b>

**ADD REU**

Permit #	Contractor	Job Address	Fee Total
PREU23-007	CHESTNUT DEVELOPMENT L	2800 W HIGHLAND	\$77,698.71
<b>Work Description:</b> 9 ADDITIONAL REU'S			
PREU23-008	CHESTNUT DEVELOPMENT L	2800 W HIGHLAND	\$33,000.00
<b>Work Description:</b> 11 ADDITIONAL WATER REU,S			

**Total Permits For Type: 2**  
**Total Fees For Type: \$110,698.**

**Commercial Land Use**

Permit #	Contractor	Job Address	Fee Total
P23-167	TANGER PROPERTIES LLC	1475 N BURKHART	\$250.00
<b>Work Description:</b> INSTALLATION OF 8 L2 ELECTRIC VEHICLE CHARGING STATIONS AND 4 L3 STATIONS IN LANDSCAPE ISLANDS.			
P23-169	CHESTNUT DEVELOPMENT L	2800 W HIGHLAND	\$250.00
<b>Work Description:</b> SITE GRADING AND UTILITY INSTALLATION.			
P23-173	TANGER PROPERTIES LLC	1475 N BURKHART C-170	\$110.00
<b>Work Description:</b> RE-OCCUPANCY OF EXISTING SPACE			
P23-175	CPK INVESTMENTS LLC	2212 GRAND COMMERCE DR	\$250.00
<b>Work Description:</b> 67,472 SQ FT WAREHOUSE FACILITY			
P23-177	TANGER PROPERTIES LLC	1475 N BURKHART B-150	\$50.00
<b>Work Description:</b> RE-OCCUPANCY OF AN EXISTING SPACE			

**Total Permits For Type: 5**  
**Total Fees For Type: \$910.00**

**MHOG**

Permit #	Contractor	Job Address	Fee Total
PMHOG23-042	AEG DEVELOPMENT LLC	3067 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			

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PMHOG23-043	BOROWSKI ROBERT	3037 IVY WOOD CIR	\$0.00
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Work Description:

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PMHOG23-044	BIEHN JOHN AND AMY	3079 IVY WOOD CIR	\$0.00
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Work Description:

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Total Permits For Type:	3
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Total Fees For Type:	\$0.00
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## Residential Land Use

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Permit #	Contractor	Job Address	Fee Total
P23-165	ZAROSLEY THOMAS J	438 E BARRON	\$75.00
Work Description: REMOVE REAR DECK AND ADD A 16 X 43 FT ADDITION TO HOUSE. A 24 FT X 34 FT ADDITION TO POLE BARN.			
P23-168	KNAPP & CASE RICH & KATHL	969 INDIAN CRK	\$10.00
Work Description: TEAR OFF AND RE ROOF HOUSE ONLY.			
P23-170	PEDERSEN JOSHUA	37 FORDNEY PL	\$75.00
Work Description: 26 X 30 X14 DETACHED GARAGE.			
P23-172	GONTAREK CANDACE AND S	4500 W MARR	\$50.00
Work Description: INSTALLING A GENERATOR			
P23-174	RUSSELL WILLIAM AND MELIS	5916 CRANDALL	\$10.00
Work Description: TEAR OFF AND RE-ROOF			
P23-176	CALDWELL BARBARA	4476 WYNNWOOD	\$10.00
Work Description: TEAR OFF AND RE-ROOF			
P23-178	THOMPSON CLARKE A AND D	3200 WARNER	\$75.00
Work Description: 32 X 40 X 14 POLE BARN			

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Total Permits For Type:	7
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Total Fees For Type:	\$305.00
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## Sewer Connection

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Permit #	Contractor	Job Address	Fee Total
PWS23-068	CHESTNUT DEVELOPMENT L	2800 W HIGHLAND	\$45,000.00

Work Description:



Total Permits For Type: 1

Total Fees For Type: \$45,000.0

## Sign

Permit #	Contractor	Job Address	Fee Total
P23-171	TANGER PROPERTIES LLC	1475 N BURKHART G-150	\$225.00
Work Description: 182.5" X 29", 36.75 SQUARE FOOT WALL MOUNT SIGN.			

Total Permits For Type: 1

Total Fees For Type: \$225.00

## Water Connection

Permit #	Contractor	Job Address	Fee Total
PWS23-069	CHESTNUT DEVELOPMENT L	2800 W HIGHLAND	\$55,000.00
Work Description:			

Total Permits For Type: 1

Total Fees For Type: \$55,000.0

# Report Summary

Population: All Records  
Permit.DateIssued Between  
9/1/2023 12:00:00 AM AND  
9/29/2023 11:59:59 PM

Grand Total Fees: \$212,138.

Grand Total Permits: 20

**Monthly Activity Report for September 2023 – Assessing Dept/Brent Kilpela****MTT UPDATE:**

No appeals at this time.

**SMALL CLAIMS TRIBUNAL:**

No appeals at this time.

**ASSESSING OFFICE:**

**ASSESSOR:** I have completed my Residential Sales Studies and ECF Analysis for the 2024 Assessment Roll. The average assessed value of a home in Howell Township is going up 10%. Higher interest rates have not impacted the current sales prices. With the Residential Class finished, I have started working on the Agricultural Studies. The appointment of Robert Spaulding to the Board of Review as an alternate is much appreciated. It is becoming increasingly difficult to find members for the board. Looking ahead to 2024, we will have the final flight with EagleView on our current contract. They will fly in March or April, well before the leaves are on the trees. This allows for the best visibility. The 2024 oblique imagery will be utilized to prepare the 2025 and 2026 assessment rolls.

**OTHER:** Attended monthly Waste Water Treatment Plant meeting. Assisted the new Clerk and Deputy Clerk with human resource items. Working with BS&A on the cloud conversion for the payroll module.

Howell Township  
Wastewater Treatment Plant Meeting  
Meeting: September 20, 2023 9am

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

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

Several projects that required by-pass pumping were all completed during one week.

**Lining of Influent Channel and Mixing Chamber:** This project was completed in about half the scheduled time due to the MHOG crew's hard work. The influent channel had severe degradation of the concrete due to the hydrogen sulfide gas, the rebar was visible in some places. The floor of the mixing chamber was in really bad shape. It took a long time to get the loose concrete scraped out.

**Influent Meter:** The influent meter was removed and the new section of pipe was installed. With that complete MHOG will get on the schedule for the meter installation. This meter method will be beneficial in the future because the strap-on meter is much easier to replace and will not require removing the top portion of the manhole.

**Transfer Switch:** The transfer switch at the Lambert Drive pump station got installed.

**Severe Weather:** Severe weather is having an impact on the cost of running the system, especially the pump stations. The Tooley Road pump station was on generator power for ten days at a cost of \$200 of fuel per day for the generator. The normal monthly charge for electricity at the same pump station is around \$200. Greg and James continue to try and work with DTE to get the power situation resolved at the Tooley Road pump station. Going forward we will need to budget for more extreme weather and more power outages possibly including purchasing more generators.

Respectfully submitted,

Jonathan Hohenstein

# Howell Township Monthly Wastewater Operations Report



Cleaning of Headworks Building Prior to Lining

*September 2023*

# Howell Township Wastewater System Operations Report September 2023

## Table of Contents

### Section 1 – Plant Operation

- Attachment 1.1 – Written Operations Summary
- Attachment 1.2 - Plant Performance Summary
- Attachment 1.3 – EGLE Discharge Monitoring Report for August 2023
- Attachment 1.4 - Process Data
- Attachment 1. 5 – Brighton Analytical Data
- Attachment 1.6 – Influent Channel Lining Project
- Attachment 1.7 – Junction Chamber Lining
- Attachment 1.8 – Influent Meter Removal and Spool Piece Installation
- Attachment 1.9 – Influent Sampling Manhole Cleaning
- Attachment 1.10 – Wind and Storm Damage at WWTP

### Section 2 – Collection System Operation

- Attachment 2.1 – Written Maintenance Summary
- Attachment 2.2 – Weekly Pump Station Inspection Data
  - Attachment 2.2.1- Pump Station 71 Driveway Improvements
  - Attachment 2.2.2 – Pump Station 73 Generator Transfer Switch Installation
  - Attachment 2.2.3 – Kennedy Report on Repairs for Station 73 Pump
- Attachment 2.3 – MISS DIG Summary

### Section 3 – Repairs and Capital Improvements

- Attachment 3.1 – Capital Projects Cost and Status Summary

## 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 August.

During the last month of operations, we treated **10.36MG** of wastewater with no permit violations.

All preventative maintenance was completed at the plant.

Advanced Rehabilitation Technology was able to line the Influent Channel along with the Junction Chamber the week of September 11<sup>th</sup>.

We removed the old influent meter and replaced it with a section of pipe. UIS is scheduled to come out the week of the 18<sup>th</sup> to install new ultrasonic influent meter.

Biotech was on site hauling sludge. They were able to haul all 3 sludge storage tanks.

We lost power at the WWTP during the August 24<sup>th</sup> storm. The WWTP ran on generator power for 48 hours.

UIS has been on site preparing to install SCADA. We are hoping to have SCADA installed in the next month.

### Process Summary

#### EQ Tank

- Operating North Tank
- 5 broken gate valves

#### Influent Sampler

- Removed Old Meter

#### Headworks

- Cleaned and Lined Influent Channel

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

- Nothing to Report

### **Aeration Basin**

- Fixed a Broken Cable

### **Junction Chamber**

- Cleaned and Lined Chamber

### **RAS Building & Clarifier**

- Nothing to Report

### **Sand Filters**

- Nothing to Report

### **Post Aeration**

- Nothing to Report

### **UV System**

- Nothing to Report

### **Recycle Pump Station**

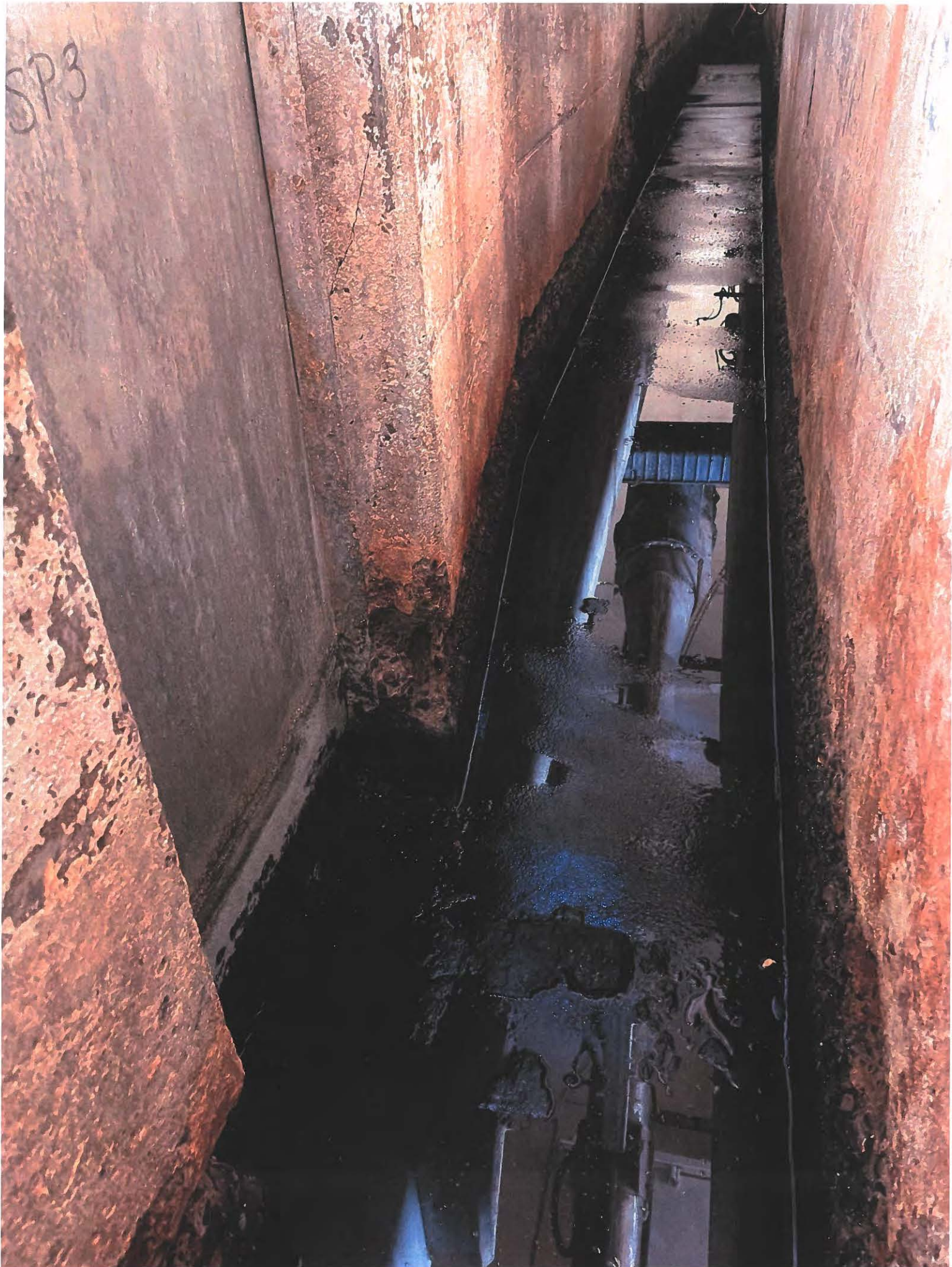
- Nothing to Report





# Influent Channel Lining Project





## Influent Channel Lining Project



## Influent Channel Lining Project







## Influent Channel Lining Project

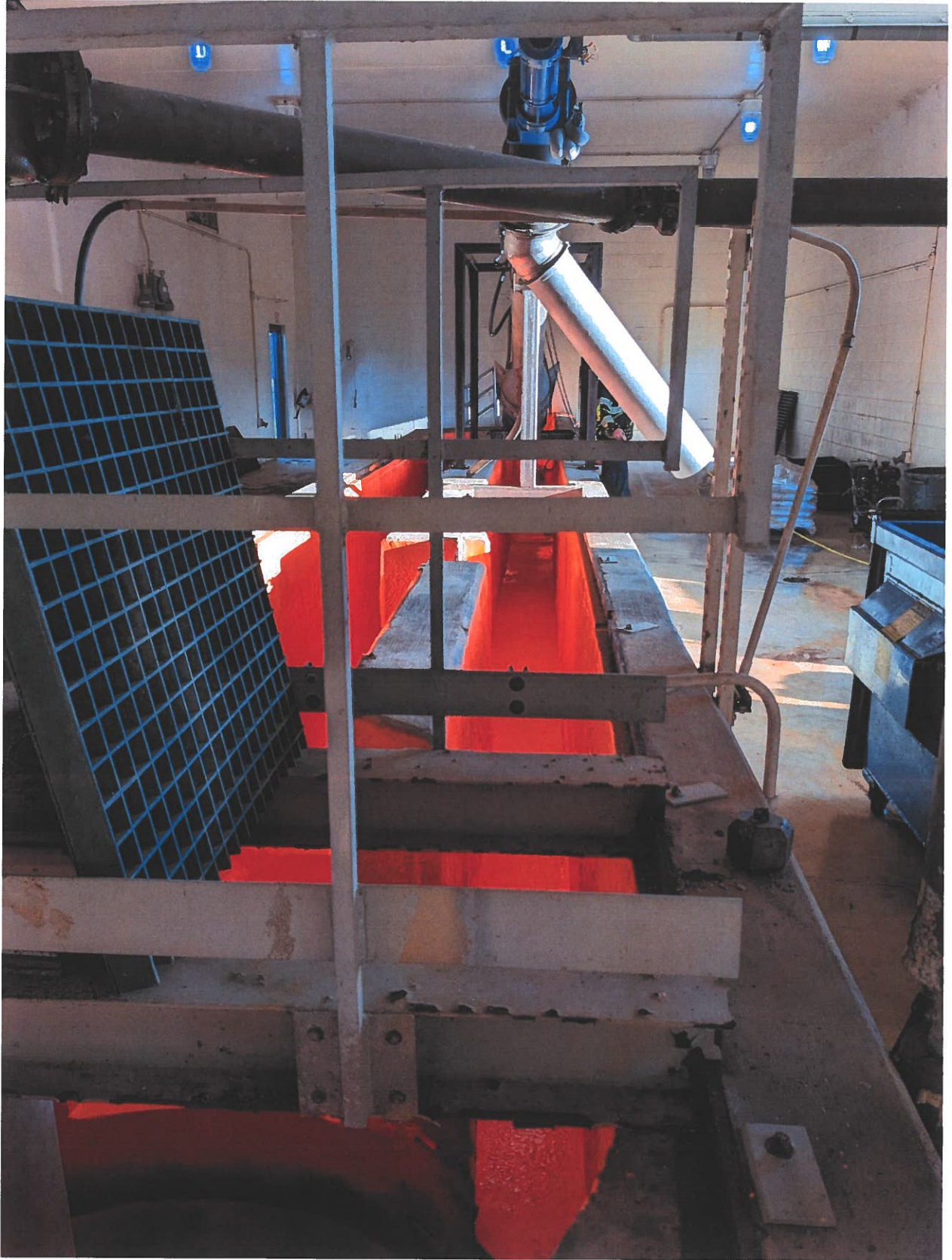


# Influent Channel Lining Project





# Influent Channel Lining Project

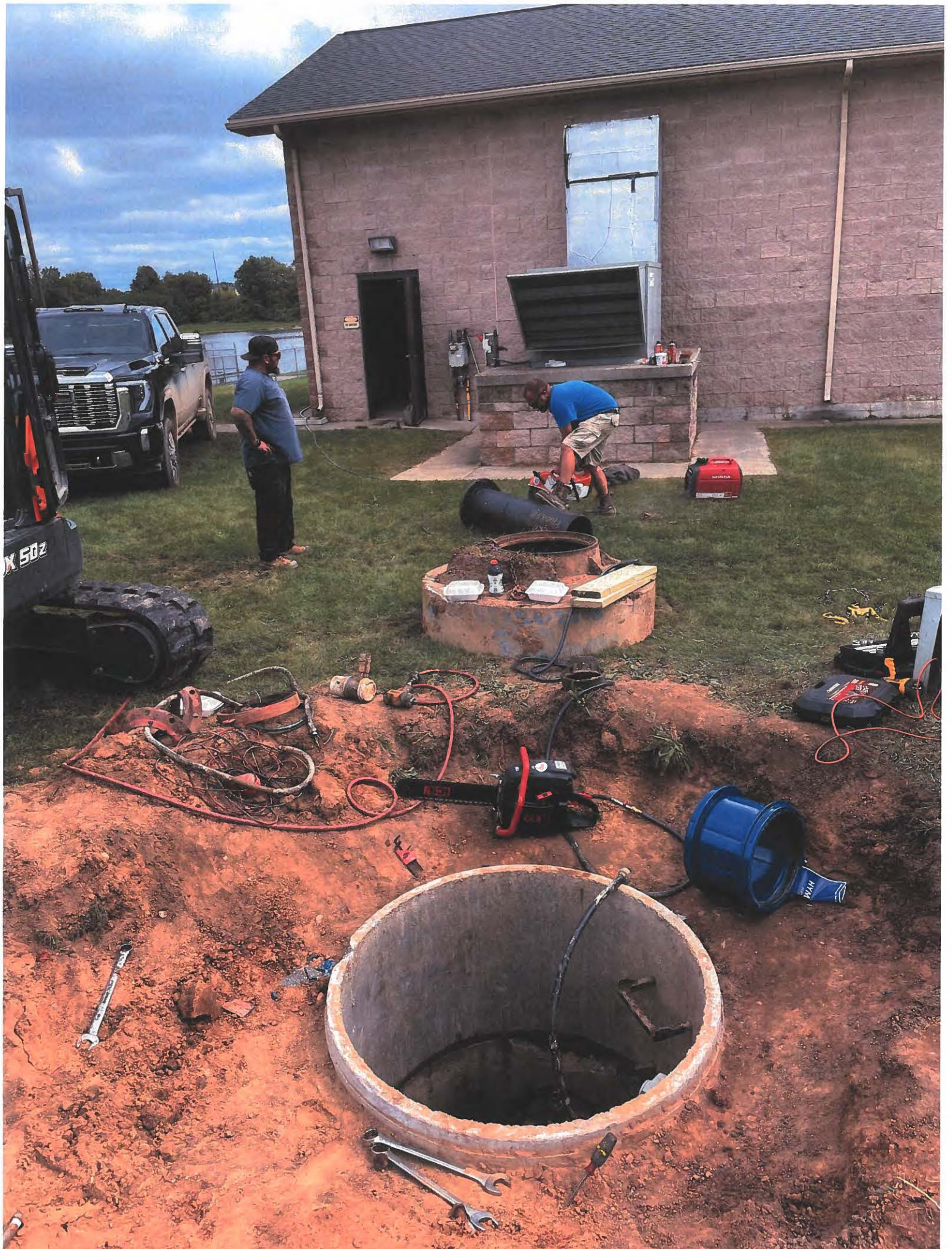






## Influent Flow Metering Manhole Repair





## Influent Flow Metering Manhole Repair





Influent Sampling Manhole Pump Removal and Cleaning





**Required Roof and Facia Repairs  
(Headworks Building)**



## **Section 2**

# **Collection System Operation**

## Howell Township Pump Stations

### Summary

Pump Stations were checked every week on Monday.

Pump Station 74 lost power during the August 24<sup>th</sup> storm. It took 10 days to get the station back on DTE power. We have had numerous conversations with DTE about the problems we continue to have at this station. We will continue to stay in contact with them until we can come up with a solution.

#### **PS-70**

- Lost Power August 24<sup>th</sup> Storm for 48 Hours. Station Ran on Generator Power

#### **PS-71**

- Lost Power for a Couple Hours. Did Not Need Generator

#### **PS-72**

- No Issue

#### **PS-73**

- Replaced Transfer Switch
- Received Rebuilt Pump from Kennedy

#### **PS-74**

- Lost Power August 24<sup>th</sup> Storm. Station Ran 10 Days on Generator

#### **PS-75**

- No Issues

#### **PS-76**

- Lost Power August 24<sup>th</sup> Storm for 48 Hours. Station Ran on Generator Power

#### **PS-77**

- No Issues

#### **PS-78**

- No Issues

**Pump Station 71  
Driveway Improvements**







April 10, 2023

Mr. Jim Aulette  
MHOG Water Treatment Plant  
Howell Twp  
900 Chilson Rd  
Howell, MI 48843

**RE: Flygt 3202.090 Station 73 Sewage Pump**  
**Serial Number: 0740032**  
**Customer Reference Order #: N/A**  
**Kennedy Industries #: 119772**

Mr. Aulette:

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

Sincerely,

*Mike Horn*

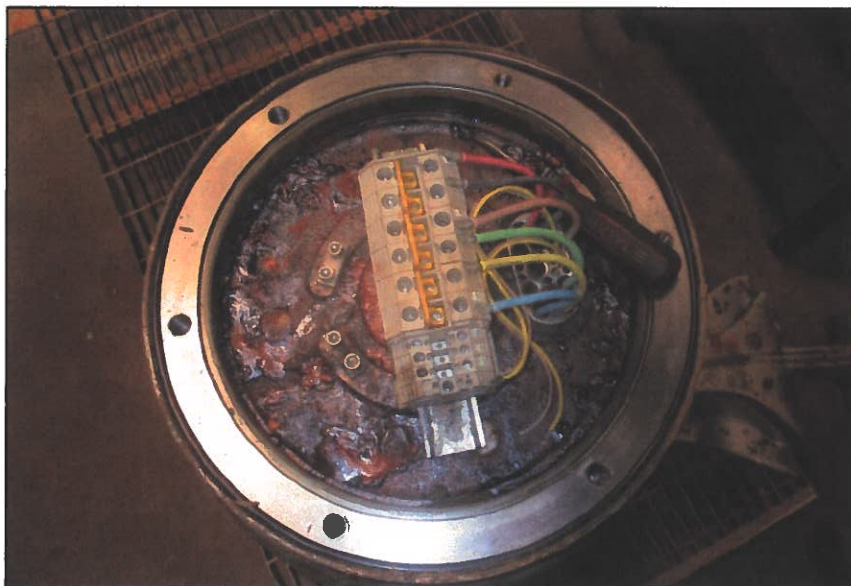
Repair Center Manager  
KENNEDY INDUSTRIES, INC.

## PUMP



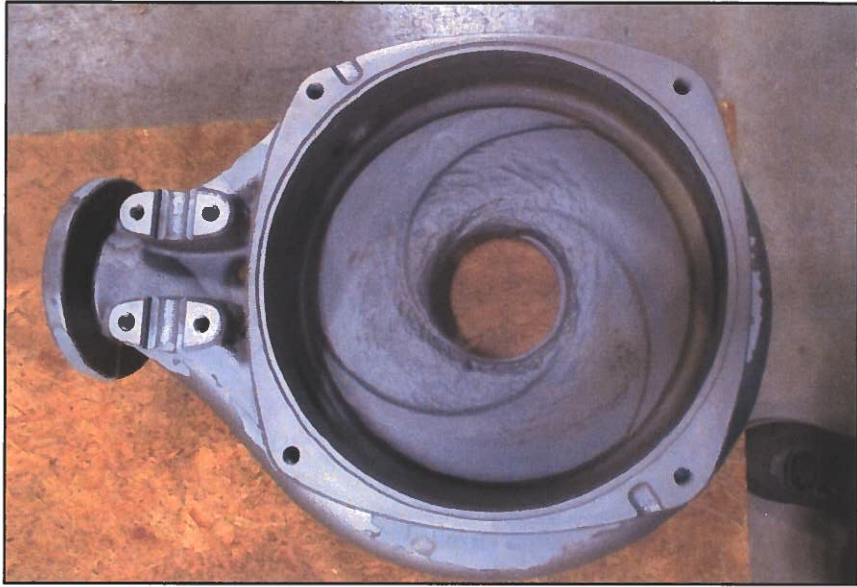
- Pump at disassembly.
- Impeller was taken by customer to use for another pump and will need a new impeller.
- Pump spins freely by hand.

## PUMP



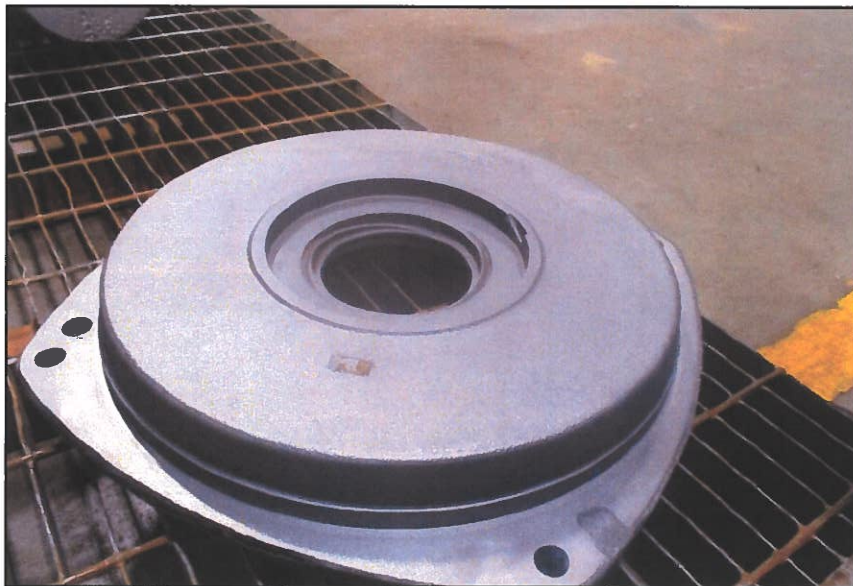
- Mechanical seal failure allowed product into the pump.
- Mechanical seal O-ring was missing.
- Mechanical seals, bearings, and O-rings will be replaced with new.

## VOLUTE / WEAR PLATE



- Wear plate is heavily worn and will be replaced with a new high chrome wear plate.
- Impeller and volute will also be replaced with new high chrome impeller and volute.

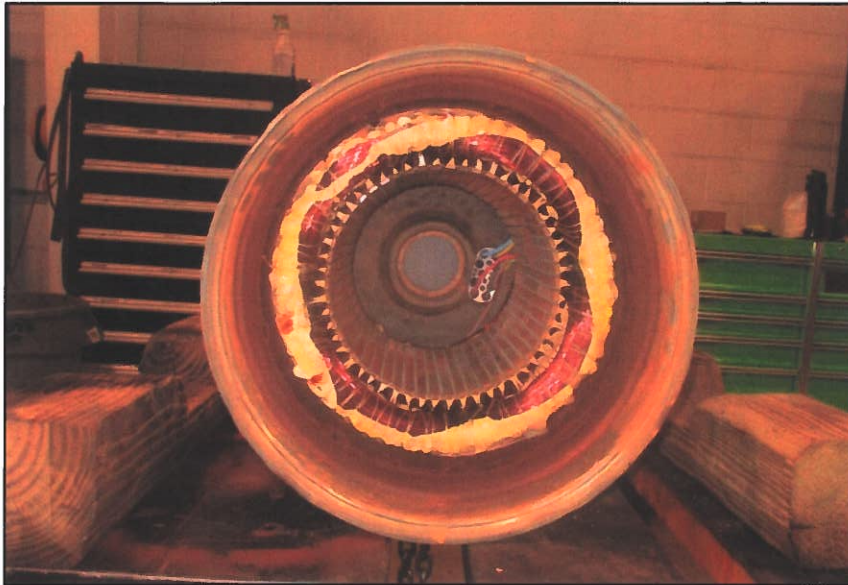
## CASE RING



- Case ring is in good condition and will be reused.

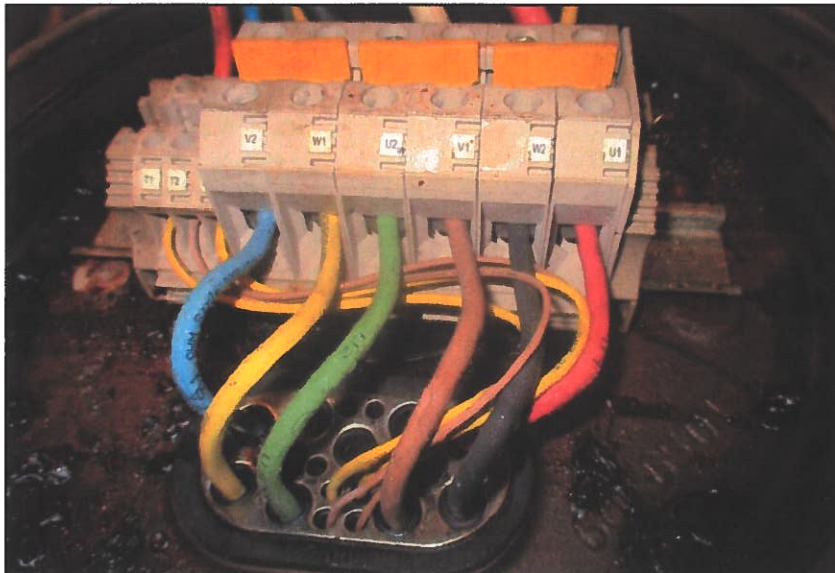


## STATOR



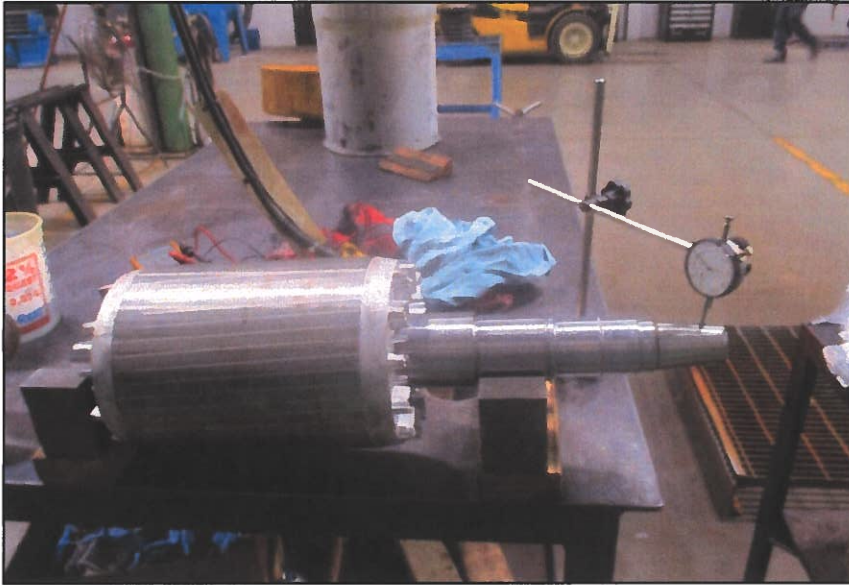
- Stator failed initial electrical test.
- Stator passed all electrical tests after bake and test.

## TERMINAL BOARD



- Terminal board has corrosion due to condensation from mechanical seal failure.
- Terminal board will be replaced with new.

## ROTOR



- Rotor T.I.R. is 0.001" and within specification.
- Rotor is in good condition and will be reused.

**Howell Township**  
**Repair Project and Capital Improvement Plan Summary**  
 Updated 09-15-23

Wastewater Plant Immediate Repairs & Capital Improvements						
No.	Project Description	Criticality	Aug. Original	Current	Status	Info.
1	Lining of Influent Channel Due to Corrosion, Causing Bypass of Screen (Need to Add Cost of Bypass Pumping Headworks)	High	\$17,250	With Junction Chamber	<b>Complete</b>	
2	Repair of Fine Screen	High	\$22,294	\$22,294	Complete	
3	UV Disinfection System Upgrade	High	\$59,275	\$33,280	Complete	
4	New Air Compressor	High	\$30,568	\$30,568	Complete	
5	Upgrade of Kennedy SCADA	High	\$0	\$41,000	Complete	
<b>Subtotal of Plant Immediate Upgrades</b>			<b>\$129,387</b>	<b>\$127,142</b>		
Collection System Immediate Repairs and Capital Improvements						
C1	Rehabilitation of Pump Station 71 (Multiple Quotes)	High	\$103,188	\$94,060	100% Complete	
<b>Subtotal of Collection System Immediate Upgrades</b>			<b>\$103,188</b>	<b>\$94,060</b>		
<b>Total of Plant and Collection System Immediate Repairs</b>			<b>\$232,575</b>	<b>\$221,202</b>		
<b>Contingencies of Installation, Parts, Etc.</b>			<b>\$46,515.00</b>	<b>\$35,000.00</b>		
<b>Grand Total</b>			<b>\$279,090.00</b>	<b>\$256,201.50</b>		

Other Repairs In Progress						
1	SCADA System for Plant (DO Monitoring, Level Monitoring, Alarm Improvements, Trending)	High	\$175,000	\$92,455	UIS did site inspection with programmer	
2	Second Recycle Pump Station Pump	High	\$15,000	\$8,830	Complete	
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	\$46,992	<b>Complete</b>	
5	Painting of Doors, Posts, & Other Exposed Metal	Moderate	\$75,000	\$100,000	Complete	
6	Repair Valves to EQ Tank	Moderate	\$50,000	\$50,000	On hold, not critical	
7	Transfer Switch at Lambert Drive Pump Station	Moderate	\$8,000	\$9,550	<b>Complete</b>	
8	RAS and Headworks Roof Repairs	Low	\$5,000	\$5,000	No Activity - not critical	
9	Plant Driveway Repairs (Crack Sealing)	Low	\$10,000	\$10,000	No Activity, not critical	
10	Biolac Maintenance Boat	Moderate		\$7,238	Complete	
11	Influent Flow Meter	High		\$8,797	<b>Manhole work complete, UIS to install flow meter which they have received</b>	
12	New Valve and Actuator for RAS Waste	High		\$9,804	Complete	
13	Purchase Plus 1 Pumps for Station 70	High		\$18,000	Have until December when it expires	
14	Station 73 Flygt Pump	Low		\$39,985	<b>Installed</b>	
15	RAS / WAS Pump	High		\$29,995	Specifications Submitted to Hesco to quote pump	

- \* New Project
- Activity in Past Month
- Completed Project

**Howell Township**  
**Invoice and Check Registers**  
**As of 9/30/2023**

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
08/14/2023 22385	DTE ENERGY 2559 W GRAND RIVER AUG 2023 592-538-920.00	08/14/2023 BRENT KILPELA	09/05/2023	192.27 192.27	0.00	Paid	Y 08/22/2023
8/15/2023 22386	DTE ENERGY 271 E HIGHLAND AUG 2023 592-538-920.00	08/15/2023 BRENT KILPELA	09/06/2023	38.53 38.53	0.00	Paid	Y 08/22/2023
153686 22387	BYRUM ACE HARDWARE CHLORINATOR, POOL SHOCK 592-538-956.00	08/11/2023 BRENT KILPELA	09/11/2023	51.98 51.98	0.00	Paid	Y 08/22/2023
0823-131469 22388	BRIGHTON ANALYTICAL ANIONS 592-538-729.00	08/10/2023 BRENT KILPELA	09/09/2023	30.00 30.00	0.00	Paid	Y 08/22/2023
8/15/2023 22389	GENOA TOWNSHIP DPW QUARTERLY COMMON COSTS 4/1 - 6/30/ 592-538-930.00	08/15/2023 BRENT KILPELA	09/15/2023	1,156.81 1,156.81	0.00	Paid	Y 06/30/2023
08223 22390	FIRE PROTECTION PLUS, INC FIRE EXTINGUISHER INSPECTION 101-265-930.00	08/22/2023 BRENT KILPELA	09/22/2023	380.00 380.00	0.00	Paid	Y 08/22/2023
8/21/2023 22391	JONATHAN HOHENSTEIN TREASURER MILEAGE 101-253-860.00 101-265-860.00	08/21/2023 BRENT KILPELA	09/21/2023	102.31 84.63 17.68	0.00	Paid	Y 08/22/2023
66907 22392	MICRO WORKS COMPUTING, INC RECOVER CLERK FILES, UPDATE SERVER 101-265-728.01	08/15/2023 BRENT KILPELA	09/04/2023	120.00 120.00	0.00	Paid	Y 08/22/2023
CS100436 22393	CHLORIDE SOLUTIONS, LLC DUST CONTROL 204-000-802.00	08/18/2023 BRENT KILPELA	09/17/2023	4,318.83 4,318.83	0.00	Paid	Y 08/22/2023

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
8/22/2023							
22394	LIVINGSTON COUNTY TREASURER	08/22/2023	09/08/2023	762.50	0.00	Paid	Y
	MOBILE HOME FEES	BRENT KILPELA					08/22/2023
	701-000-239.00	TRUST MOBILE HOME TAX PAYABLE		762.50			
202164964803							
22395	CONSUMERS ENERGY	08/21/2023	09/15/2023	24.14	0.00	Paid	Y
	AUGUST 2023	BRENT KILPELA					08/29/2023
	101-265-922.00	TWP HALL NATURAL GAS EXPENSE		24.14			
178							
22396	HURON CEMETERY MAINT INC	08/18/2023	09/18/2023	950.00	0.00	Paid	Y
	O/C JANIE AND JERRY DOVER GRAVES	BRENT KILPELA					08/29/2023
	101-000-641.00	GEN FUND GRAVE OPENING FEES		950.00			
530371770							
22397	UIS SCADA	08/25/2023	09/25/2023	810.00	0.00	Paid	Y
	SERVICE CALL	BRENT KILPELA					08/29/2023
	592-538-930.00	WWTP PLANT EQUIPMENT REPAIR EXPENSE		810.00			
203054862241							
22398	CONSUMERS ENERGY	08/18/2023	09/14/2023	34.51	0.00	Paid	Y
	391 N BURKHART AUG 2023	BRENT KILPELA					08/29/2023
	592-538-922.00	WWTP NATURAL GAS EXPENSE		34.51			
206969870369							
22399	CONSUMERS ENERGY	08/21/2023	09/14/2023	101.47	0.00	Paid	Y
	1222 PACKARD DR AUG 2023	BRENT KILPELA					08/29/2023
	592-538-922.00	WWTP NATURAL GAS EXPENSE		101.47			
207147234991							
22400	CONSUMERS ENERGY	08/21/2023	09/15/2023	110.17	0.00	Paid	Y
	2571 OAKGROVE RD AUG 2023	BRENT KILPELA					08/29/2023
	592-538-922.00	WWTP NATURAL GAS EXPENSE		110.17			
8/19/2023							
22401	AT&T	08/19/2023	09/10/2023	320.17	0.00	Paid	Y
	WWTP AUG 2023	BRENT KILPELA					08/29/2023
	592-538-850.00	WWTP TELEPHONE EXPENSE		320.17			
CS100439							
22402	CHLORIDE SOLUTIONS, LLC	08/26/2023	09/25/2023	2,268.46	0.00	Paid	Y
	DUST CONTROL	BRENT KILPELA					08/29/2023
	204-000-802.00	ROAD CHLORIDE EXPENSE		2,268.46			
5946							
22403	PERFECT MAINTENANCE	09/01/2023	09/05/2023	195.00	0.00	Paid	Y
	SEPTEMBER CLEANING	BRENT KILPELA					09/01/2023

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-265-775.00	TWP HALL	OFFICE CLEANING EXPENSE	195.00			
8/22/2023							
22404	COMCAST	08/22/2023	09/12/2023	432.30	0.00	Paid	Y
	SEPTEMBER 2023	BRENT KILPELA					09/01/2023
	101-265-850.00	TWP HALL	TELEPHONE EXPENSE	432.30			
001575890748							
22405	MUTUAL OF OMAHA INSURANCE COMPANY	09/01/2023	09/05/2023	155.13	0.00	Paid	Y
	SEPTEMBER 2023	BRENT KILPELA					09/01/2023
	101-265-721.00	TWP HALL	LIFE INSURANCE EXPENSE	155.13			
223484							
22406	SPICER GROUP	08/24/2023	09/24/2023	571.25	0.00	Paid	Y
	PIONEER CEMETERY GROUND WATER STUD	BRENT KILPELA					08/29/2023
	101-447-801.00		ENGINEERING CONTRACTED SVCS EXPENSE	571.25			
223485							
22407	SPICER GROUP	08/24/2023	09/24/2023	200.00	0.00	Paid	Y
	SIDEWALK DESIGN	BRENT KILPELA					08/29/2023
	101-447-801.00		ENGINEERING CONTRACTED SVCS EXPENSE	200.00			
9/5/2023							
22408	HOWELL PUBLIC SCHOOLS	09/05/2023	09/05/2023	233,209.92	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-225.00		TAX DUE TO HOWELL SCHLS DEBT SUMMER	233,209.92			
9/5/2023							
22409	HOWELL PUBLIC SCHOOLS	09/05/2023	09/05/2023	1,058,064.40	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-225.01		TAX DUE TO HOWELL SCHLS OPER SUMMER	1,058,064.40			
9/5/2023							
22410	FOWLerville SCHOOLS	09/05/2023	09/05/2023	5,917.34	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-226.00		TAX DUE TO FOWL SCHLS OPER SUMMER	5,917.34			
9/5/2023							
22411	LIVINGSTON COUNTY TREASURER	09/05/2023	09/05/2023	512,313.95	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-228.01		TAX DUE TO COUNTY SET SUMMER	512,313.95			
9/5/2023							
22412	STATE OF MICHIGAN	09/05/2023	09/05/2023	7,814.21	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-230.01		TAX DUE TO STATE IFT SET SUMMER	3,125.68			
	703-000-230.02		TAX DUE TO STATE IFT SCHL OPER SUMMER	4,688.53			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
9/5/2023							
22413	LIV EDUC SERVICE AGENCY	09/05/2023	09/05/2023	274,756.12	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-227.00	TAX DUE TO LESA SUMMER		274,756.12			
9/5/2023							
22414	LIVINGSTON COUNTY TREASURER	09/05/2023	09/05/2023	275,331.03	0.00	Paid	Y
	2023 SUMMER TAXES 8/16 - 8/31/2023	BRENT KILPELA					09/05/2023
	703-000-228.00	TAX DUE TO COUNTY SUMMER		275,331.03			
BMHOG23-0039							
22415	GCT METER FUND	09/06/2023	09/13/2023	784.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	701-000-210.00	BMHOG23-0039 - PMHOG23-041		784.00			
BMHOG23-0038							
22416	GCT METER FUND	09/06/2023	09/13/2023	496.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	701-000-210.00	BMHOG23-0038 - PMHOG23-040		496.00			
BMHOG23-0037							
22417	MHOG	09/06/2023	09/13/2023	11,900.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	701-000-210.00	BMHOG23-0037 - PMHOG23-039		11,900.00			
BMHOG23-0036							
22418	GCT METER FUND	09/06/2023	09/13/2023	496.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	701-000-210.00	BMHOG23-0036 - PMHOG23-038		496.00			
BMHOG23-0035							
22419	GCT METER FUND	09/06/2023	09/13/2023	496.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	701-000-210.00	BMHOG23-0035 - PMHOG23-037		496.00			
BMHOG23-0034							
22420	GCT METER FUND	09/06/2023	09/13/2023	496.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	701-000-210.00	BMHOG23-0034 - PMHOG23-036		496.00			
9/5/2023							
22421	LIVINGSTON COUNTY TREASURER	09/05/2023	09/07/2023	8.50	0.00	Paid	Y
	DOG LICENSES	BRENT KILPELA					09/05/2023
	701-000-238.00	TRUST DUE TO COUNTY DOG LICENSE		8.50			
BMHOG23-0040							
22422	MHOG	09/06/2023	09/13/2023	3,500.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023



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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	701-000-210.00	BMHOG23-0040 - PMHOG23-041		3,500.00			
09/06/2023							
22423	WELLS FARGO REAL ESATE TAX SERVICES	09/06/2023	09/13/2023	589.57	0.00	Paid	Y
	2023 Sum Tax Refund 4706-26-202-06	BRENT KILPELA					09/05/2023
	703-000-214.10	TAX DUE TO TAXPAYERS		589.57			
636692							
22424	KENNEDY INDUSTRIES INC	05/23/2023	09/06/2023	41,910.00	0.00	Paid	Y
	KISM UPGRADE	BRENT KILPELA					06/30/2023
	285-000-853.00	ARPA FUND SEWER EXPENSE		41,910.00			
701198							
22425	KISM, LLC	09/05/2023	10/05/2023	819.00	0.00	Paid	Y
	PUMP STATION #3 ANNUAL MONITORING	BRENT KILPELA					09/05/2023
	592-538-851.00	WWTP SCADA MONITORING EXPENSE		819.00			
11082018-579							
22426	GENOA TOWNSHIP DPW	09/01/2023	10/01/2023	26,720.25	0.00	Paid	Y
	SEPTEMBER 2023	BRENT KILPELA					09/05/2023
	592-538-801.00	WWTP CONTRACTED SERVICES EXPENSE		26,720.25			
530371895							
22427	UIS SCADA	09/05/2023	10/05/2023	380.00	0.00	Paid	Y
	SERVICE CALL ON SCADA	BRENT KILPELA					09/05/2023
	592-538-930.00	WWTP PLANT EQUIPMENT REPAIR EXPENSE		380.00			
23-509							
22428	CSM MECHANICAL, LLC	08/29/2023	09/29/2023	2,005.00	0.00	Paid	Y
	SERVICE CALL	BRENT KILPELA					09/05/2023
	592-538-930.00	WWTP PLANT EQUIPMENT REPAIR EXPENSE		2,005.00			
1030							
22429	A&W CONTRACTING LLC	08/27/2023	09/26/2023	3,344.00	0.00	Paid	Y
	PUMP STATION #71	BRENT KILPELA					09/05/2023
	592-538-801.02	WWTP STATION CLEANING EXPENSE		3,344.00			
223486							
22430	SPICER GROUP	09/06/2023	09/13/2023	2,388.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	101-000-203.00	BSP22-0003		2,388.00			
223483							
22431	SPICER GROUP	09/06/2023	09/13/2023	236.25	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	101-000-203.00	BSP23-0001		236.25			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
223480							
22432	SPICER GROUP	09/06/2023	09/13/2023	670.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					09/05/2023
	101-000-203.00	BSP23-0004		670.00			
4166923642							
22433	CINTAS CORPORATION	09/06/2023	09/06/2023	97.84	0.00	Paid	Y
	BLUE MATS	BRENT KILPELA					09/06/2023
	101-265-775.00	TWP HALL OFFICE CLEANING EXPENSE		97.84			
13519							
22434	FAHEY SCHULTZ BURZYCH RHODES PLC	09/01/2023	10/01/2023	6,415.50	0.00	Paid	Y
	GENERAL	BRENT KILPELA					09/06/2023
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		6,415.50			
13520							
22435	FAHEY SCHULTZ BURZYCH RHODES PLC	09/01/2023	10/01/2023	1,409.50	0.00	Paid	Y
	PERSONNEL ISSUES	BRENT KILPELA					09/06/2023
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		1,409.50			
13521							
22436	FAHEY SCHULTZ BURZYCH RHODES PLC	09/01/2023	10/01/2023	45.00	0.00	Paid	Y
	ZONING	BRENT KILPELA					09/06/2023
	101-701-801.01	PLANNING LEGAL EXPENSE		45.00			
13522							
22437	FAHEY SCHULTZ BURZYCH RHODES PLC	09/01/2023	10/01/2023	925.00	0.00	Paid	Y
	PERSONAL PROPERTY TAX COLLECTION	BRENT KILPELA					09/06/2023
	101-253-801.01	TREASURER LEGAL EXPENSE		925.00			
13523							
22438	FAHEY SCHULTZ BURZYCH RHODES PLC	09/01/2023	10/01/2023	5,442.50	0.00	Paid	Y
	OAKLAND TACTICAL SUPPLY LITIGATION	BRENT KILPELA					09/06/2023
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		5,442.50			
13524							
22439	FAHEY SCHULTZ BURZYCH RHODES PLC	09/01/2023	10/01/2023	3,777.00	0.00	Paid	Y
	BUKHART ROAD ASSOC. (22-292-AA)	BRENT KILPELA					09/06/2023
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		3,777.00			
67004							
22440	MICRO WORKS COMPUTING, INC	08/31/2023	09/20/2023	244.00	0.00	Paid	Y
	IT SUPPORT FROM POWER OUTAGE	BRENT KILPELA					09/05/2023
	101-265-728.01	TWP HALL IT SUPPORT EXPENSE		244.00			
200134545787							
22441	DTE ENERGY	08/31/2023	10/10/2023	584.24	0.00	Paid	Y
	STREETLIGHTS	BRENT KILPELA					09/06/2023

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-268-920.00	TWP AT LARGE STREETLIGHT EXPENSE		584.24			
27630							
22442	BOWMAN EXCAVATING, INC	07/26/2023	09/12/2023	69,500.00	0.00	Paid	Y
	CEMETERY DRAINAGE PROJECT	BRENT KILPELA					09/12/2023
	101-268-977.00	TWP AT LARGE CAPITAL OUTLAY EXPENSE		69,500.00			
3317960477							
22443	PITNEY BOWES GLOBAL FINANCIAL SERV.	08/30/2023	09/29/2023	403.98	0.00	Paid	Y
	QTRLY RENTAL 6/30 - 9/29/23	BRENT KILPELA					09/12/2023
	101-265-930.01	TWP HALL OFFICE EQUIPMENT & REPAIR		403.98			
3511							
22444	COMPLETE OUTDOOR SERVICES, INC.	09/01/2023	09/12/2023	845.00	0.00	Paid	Y
	CEMETERY MAINTENANCE (5 OF 8)	BRENT KILPELA					09/12/2023
	101-276-931.00	GROUNDS CARE & MAINT.		845.00			
25896638							
22445	GRANGER WASTE SERVICES	08/31/2023	09/25/2023	23.91	0.00	Paid	Y
	SEPTEMBER 2023	BRENT KILPELA					09/12/2023
	101-265-775.00	TWP HALL OFFICE CLEANING EXPENSE		23.91			
OE-69616-1							
22446	SMART BUSINESS SOURCE, LLC	09/07/2023	10/07/2023	263.30	0.00	Paid	Y
	OFFICE SUPPLIES	BRENT KILPELA					09/12/2023
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		263.30			
9/12/2023							
22447	BRENT KILPELA	09/12/2023	09/12/2023	796.49	0.00	Paid	Y
	ASSESSOR/TWP EXPENSES	BRENT KILPELA					09/12/2023
	101-265-728.00	TWP HALL COMPUTER SUPPORT EXPENSE		370.99			
	101-257-720.00	ASSESSING EDUCATION EXPENSE		425.50			
5082D							
22448	SHARPE'S OUTDOOR SERVICES	09/11/2023	09/30/2023	4,200.00	0.00	Paid	Y
	AUGUST LAWN MAINTENANCE (4 TIMES)	BRENT KILPELA					09/12/2023
	101-265-931.00	GROUNDS CARE & MAINT.		360.00			
	592-538-801.00	WWTP CONTRACTED SERVICES EXPENSE		3,840.00			
9/5/2023							
22449	DTE ENERGY	09/05/2023	09/27/2023	109.43	0.00	Paid	Y
	391 N BURKHART SEPT 2023	BRENT KILPELA					09/12/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		109.43			
9/1/2023							
22450	DTE ENERGY	09/01/2023	09/26/2023	0.00	0.00	Void	Y
	2571 OAKGROVE SEPT 2023	BRENT KILPELA					09/12/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		263.28			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
9/5/2023							
22451	DTE ENERGY	09/05/2023	09/27/2023	125.45	0.00	Paid	Y
	1009 N BURKHART SEPT 2023	BRENT KILPELA					09/12/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		125.45			
7887126-IN							
22452	CORRIGAN OIL CO., NO.II	09/01/2023	09/16/2023	3,007.59	0.00	Paid	Y
	\$2,001.92 IS TO BE APPLIED TO 7887	BRENT KILPELA					09/12/2023
	592-538-930.01	WWTP COLLECTION SYSTEM REPAIR EXPENSE		3,007.59			
58993							
22466	SYSTEM SPECIALTIES	06/09/2023	09/20/2023	7,029.00	0.00	Paid	Y
	ELECTRIC ACTUATOR	BRENT KILPELA					06/30/2023
	592-536-972.00	SEWER/WATER CAPITAL OUTLAY EXPENSE		7,029.00			
4764							
22467	ADVANCED REHABILITATION TECHNOLOGY	09/15/2023	10/15/2023	29,250.00	0.00	Paid	Y
	LINE INFLUENT CHANNEL AND JUNCTION	BRENT KILPELA					09/18/2023
	285-000-853.00	ARPA FUND SEWER EXPENSE		29,250.00			
420369BRI							
22468	COMPLETE BATTERY SOURCE	09/13/2023	10/13/2023	140.51	0.00	Paid	Y
	1 BATTERY	BRENT KILPELA					09/18/2023
	592-538-930.01	WWTP COLLECTION SYSTEM REPAIR EXPENSE		140.51			
9/11/2023							
22469	DTE ENERGY	09/11/2023	10/03/2023	265.68	0.00	Paid	Y
	2571 OAKGROVE SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		265.68			
09/11/2023							
22470	DTE ENERGY	09/11/2023	10/03/2023	117.07	0.00	Paid	Y
	2700 TOOLEY SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		117.07			
9/11/2023							
22471	DTE ENERGY	09/11/2023	10/03/2023	126.53	0.00	Paid	Y
	3888 OAKGROVE SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		126.53			
9/11/2023							
22472	DTE ENERGY	09/11/2023	10/03/2023	474.60	0.00	Paid	Y
	1575 N BURKHART SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		474.60			
9/11/2023							
22473	DTE ENERGY	09/11/2023	10/03/2023	248.30	0.00	Paid	Y
	1034 AUSTIN CT SEPT 2023	BRENT KILPELA					09/19/2023

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-538-920.00	WWTP ELECTRICITY EXPENSE		248.30			
9/11/2023							
22474	DTE ENERGY	09/11/2023	10/03/2023	5,911.15	0.00	Paid	Y
	1222 PACKARD SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		5,911.15			
9/11/2023							
22475	DTE ENERGY	09/11/2023	10/03/2023	31.90	0.00	Paid	Y
	1216 PACKARD SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		31.90			
9/11/2023							
22476	DTE ENERGY	09/11/2023	10/03/2023	331.59	0.00	Paid	Y
	2559 W GRAND RIVER SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		331.59			
9/14/2023							
22477	DTE ENERGY	09/14/2023	10/06/2023	38.07	0.00	Paid	Y
	271 E HIGHLAND SEPT 2023	BRENT KILPELA					09/19/2023
	592-538-920.00	WWTP ELECTRICITY EXPENSE		38.07			
09/19/2023							
22478	CORELOGIC CENTRALIZED REFUNDS	09/19/2023	09/26/2023	2,646.98	0.00	Paid	Y
	2023 Sum Tax Refund 4706-13-301-20	BRENT KILPELA					09/19/2023
	703-000-214.10	TAX DUE TO TAXPAYERS		2,646.98			
09/19/2023							
22479	CORELOGIC CENTRALIZED REFUNDS	09/19/2023	09/26/2023	3,011.49	0.00	Paid	Y
	2023 Sum Tax Refund 4706-27-200-00	BRENT KILPELA					09/19/2023
	703-000-214.10	TAX DUE TO TAXPAYERS		3,011.49			
09/19/2023							
22480	CORELOGIC CENTRALIZED REFUNDS	09/19/2023	09/26/2023	318.85	0.00	Paid	Y
	2023 Sum Tax Refund 4706-10-100-01	BRENT KILPELA					09/19/2023
	703-000-214.10	TAX DUE TO TAXPAYERS		318.85			
09/19/2023							
22481	CORELOGIC CENTRALIZED REFUNDS	09/19/2023	09/26/2023	1,342.35	0.00	Paid	Y
	2023 Sum Tax Refund 4706-28-402-19	BRENT KILPELA					09/19/2023
	703-000-214.10	TAX DUE TO TAXPAYERS		1,342.35			
09/19/2023							
22482	CORELOGIC CENTRALIZED REFUNDS	09/19/2023	09/26/2023	1,669.14	0.00	Paid	Y
	2023 Sum Tax Refund 4706-27-304-03	BRENT KILPELA					09/19/2023
	703-000-214.10	TAX DUE TO TAXPAYERS		1,669.14			

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Inv Ref#	Description	Entered By					Post Date
09/19/2023 22483	CORELOGIC CENTRALIZED REFUNDS 2023 Sum Tax Refund 4706-27-304-09 703-000-214.10	09/19/2023 BRENT KILPELA	09/26/2023	1,152.63 1,152.63	0.00	Paid	Y 09/19/2023
09/19/2023 22484	CORELOGIC CENTRALIZED REFUNDS 2023 Sum Tax Refund 4706-28-402-13 703-000-214.10	09/19/2023 BRENT KILPELA	09/26/2023	1,324.41 1,324.41	0.00	Paid	Y 09/19/2023
09/19/2023 22485	CORELOGIC CENTRALIZED REFUNDS 2023 Sum Tax Refund 4706-19-200-02 703-000-214.10	09/19/2023 BRENT KILPELA	09/26/2023	2,096.02 2,096.02	0.00	Paid	Y 09/19/2023
09/19/2023 22486	CORELOGIC COMMERCIAL TAX 2023 Sum Tax Refund 4706-28-301-03 703-000-214.10	09/19/2023 BRENT KILPELA	09/26/2023	679.27 679.27	0.00	Paid	Y 09/19/2023
9/19/2023 22489	HOWELL PUBLIC SCHOOLS 2023 SUMMER TAXES 9/1 - 9/15/2023 703-000-225.00	09/19/2023 BRENT KILPELA	09/19/2023	744,033.74 744,033.74	0.00	Paid	Y 09/19/2023
9/19/2023 22490	HOWELL PUBLIC SCHOOLS 2023 SUMMER TAXES 9/1 - 9/15/2023 703-000-225.01	09/19/2023 BRENT KILPELA	09/19/2023	1,322,538.44 1,322,538.44	0.00	Paid	Y 09/19/2023
9/19/2023 22491	FOWLERVILLE SCHOOLS 2023 SUMMER TAXES 9/1 - 9/15/2023 703-000-226.00	09/19/2023 BRENT KILPELA	09/19/2023	9,480.79 9,480.79	0.00	Paid	Y 09/19/2023
9/19/2023 22492	LIVINGSTON COUNTY TREASURER 2023 SUMMER TAXES 9/1 - 9/15/2023 703-000-228.01	09/19/2023 BRENT KILPELA	09/19/2023	1,671,383.70 1,671,383.70	0.00	Paid	Y 09/19/2023
9/19/2023 22493	MICHIGAN DEP AG & RURAL DEVELOPMENT 2023 SUMMER TAXES 9/1 - 9/15/2023 703-000-230.03	09/19/2023 BRENT KILPELA	09/19/2023	166.37 166.37	0.00	Paid	Y 09/19/2023
9/19/2023 22494	STATE OF MICHIGAN 2023 SUMMER TAXES 9/1 - 9/15/2023	09/19/2023 BRENT KILPELA	09/19/2023	22,027.58	0.00	Paid	Y 09/19/2023

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	703-000-230.01	TAX DUE TO STATE IFT SET SUMMER		8,811.03			
	703-000-230.02	TAX DUE TO STATE IFT SCHL OPER SUMMER		13,216.55			
9/19/2023							
22495	LIV EDUC SERVICE AGENCY	09/19/2023	09/19/2023	896,497.54	0.00	Paid	Y
	2023 SUMMER TAXES 9/1 - 9/15/2023	BRENT KILPELA					09/19/2023
	703-000-227.00	TAX DUE TO LESA SUMMER		896,497.54			
9/19/2023							
22496	LIVINGSTON COUNTY TREASURER	09/19/2023	09/19/2023	898,374.16	0.00	Paid	Y
	2023 SUMMER TAXES 9/1 - 9/15/2023	BRENT KILPELA					09/19/2023
	703-000-228.00	TAX DUE TO COUNTY SUMMER		898,374.16			
9/19/2023							
22497	US POSTMASTER	09/19/2023	09/19/2023	1,500.00	0.00	Paid	Y
	PERMIT #100	BRENT KILPELA					09/19/2023
	592-537-726.00	UTILITY BILLING POSTAGE EXPENSE		1,500.00			
9/19/2023							
22498	HOWELL TOWNSHIP	09/19/2023	09/19/2023	300.00	0.00	Paid	Y
	WWTP WATER USAGE	BRENT KILPELA					09/19/2023
	592-538-956.00	WWTP MISCELLANEOUS EXPENSE		300.00			
09/19/2023							
22499	PREUSS, MICAH & JESSICA	09/19/2023	09/26/2023	45.60	0.00	Paid	Y
	UB refund for account: 0000002645	BRENT KILPELA					09/19/2023
	592-000-214.89	SEWER METERED		22.13			
	592-000-214.89	WATER METERED		20.38			
	592-000-214.89	READY TO SERVE		3.09			
CSM1011							
22500	CSM MECHANICAL, LLC	09/12/2023	09/20/2023	2,226.67	0.00	Paid	Y
	NEW SS SLIDE GATE FABRICATION	BRENT KILPELA					09/19/2023
	285-000-853.00	ARPA FUND SEWER EXPENSE		2,226.67			
13615							
22501	TRUE VALUE HARDWARE	09/20/2023	09/20/2023	19.16	0.00	Paid	Y
	WASP SPRAY	BRENT KILPELA					09/20/2023
	592-538-956.00	WWTP MISCELLANEOUS EXPENSE		19.16			
# of Invoices:	102	# Due:	0	Totals:	8,202,986.39	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	

Net of Invoices and Credit Memos:

8,202,986.39      0.00  
*C Agrees w. the Check Register*  
*BK*

09/25/2023 07:11 AM  
User: BRENT KILPELA  
DB: Howell Twp

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			97,557.64	0.00		
	204 - ROAD FUND			6,587.29	0.00		
	285 - AMERICAN RESCUE PLAN ACT (A			73,386.67	0.00		
	592 - SWR/WTR			59,775.79	0.00		
	701 - TRUST & AGENCY			18,939.00	0.00		
	703 - TAX FUND			7,946,740.00	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - OTHER			8,049,942.81	0.00		
	253 - TREASURER			1,009.63	0.00		
	257 - ASSESSING			425.50	0.00		
	265 - TOWNSHIP HALL			3,088.27	0.00		
	268 - TOWNSHIP AT LARGE			87,128.74	0.00		
	276 - CEMETERY			845.00	0.00		
	447 - ENGINEERING			771.25	0.00		
	536 - SEWER/WATER			7,029.00	0.00		
	537 - CHARGES FOR SERVICES			1,500.00	0.00		
	538 - WWTP			51,201.19	0.00		
	701 - PLANNING			45.00	0.00		



Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
09/06/2023	GEN	18533	CINTAS CORPORATION	97.84
09/06/2023	GEN	18534	COMCAST	432.30
09/06/2023	GEN	18535	DTE ENERGY	584.24
09/06/2023	GEN	18536	FAHEY SCHULTZ BURZYCH RHODES PLC	18,014.50
09/06/2023	GEN	18537	FIRE PROTECTION PLUS, INC	380.00
09/06/2023	GEN	18538	JONATHAN HOHENSTEIN	102.31
09/06/2023	GEN	18539	HURON CEMETERY MAINT INC	950.00
09/06/2023	GEN	18540	CHLORIDE SOLUTIONS, LLC	6,587.29
09/06/2023	GEN	18541	MICRO WORKS COMPUTING, INC	364.00
09/06/2023	GEN	18542	MUTUAL OF OMAHA INSURANCE COMPANY	155.13
09/06/2023	GEN	18543	PERFECT MAINTENANCE	195.00
09/06/2023	GEN	18544	SPICER GROUP	4,065.50
09/06/2023	GEN	101001781(E)	CONSUMERS ENERGY	24.14
09/12/2023	GEN	18545	BOWMAN EXCAVATING, INC	69,500.00
09/12/2023	GEN	18546	COMPLETE OUTDOOR SERVICES, INC.	845.00
09/12/2023	GEN	18547	GRANGER WASTE SERVICES	23.91
09/12/2023	GEN	18548	BRENT KILPELA	796.49
09/12/2023	GEN	18549	PITNEY BOWES GLOBAL FINANCIAL SERV.	403.98
09/12/2023	GEN	18550	SMART BUSINESS SOURCE, LLC	263.30

GEN TOTALS:

Total of 19 Checks:	103,784.93
Less 0 Void Checks:	0.00
Total of 19 Disbursements:	103,784.93

Bank T&A TRUST & AGENCY CHECKING

09/06/2023	T&A	3596	GCT METER FUND	2,768.00
09/06/2023	T&A	3597	MHOG	15,400.00
09/06/2023	T&A	3598	LIVINGSTON COUNTY TREASURER	762.50
09/06/2023	T&A	3599	LIVINGSTON COUNTY TREASURER	8.50

T&A TOTALS:

Total of 4 Checks:	18,939.00
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	18,939.00

Bank TAX TAX CHECKING

09/06/2023	TAX	5835	FOWLerville SCHOOLS	5,917.34
09/06/2023	TAX	5836	HOWELL PUBLIC SCHOOLS	233,209.92
09/06/2023	TAX	5837	HOWELL PUBLIC SCHOOLS	1,058,064.40
09/06/2023	TAX	5838	LIV EDUC SERVICE AGENCY	274,756.12
09/06/2023	TAX	5839	WELLS FARGO REAL ESATE TAX SERVICES	589.57
09/06/2023	TAX	5840	STATE OF MICHIGAN	7,814.21
09/06/2023	TAX	5841	LIVINGSTON COUNTY TREASURER	512,313.95
09/06/2023	TAX	5842	LIVINGSTON COUNTY TREASURER	275,331.03
09/19/2023	TAX	5843	CORELOGIC CENTRALIZED REFUNDS	10,550.38
09/19/2023	TAX	5844	CORELOGIC COMMERCIAL TAX	679.27
09/19/2023	TAX	5845	CORELOGIC CENTRALIZED REFUNDS	3,011.49
09/19/2023	TAX	5846	FOWLerville SCHOOLS	9,480.79
09/19/2023	TAX	5847	HOWELL PUBLIC SCHOOLS	744,033.74
09/19/2023	TAX	5848	HOWELL PUBLIC SCHOOLS	1,322,538.44
09/19/2023	TAX	5849	LIV EDUC SERVICE AGENCY	896,497.54
09/19/2023	TAX	5850	MICHIGAN DEP AG & RURAL DEVELOPMENT	166.37
09/19/2023	TAX	5851	STATE OF MICHIGAN	22,027.58
09/19/2023	TAX	5852	LIVINGSTON COUNTY TREASURER	1,671,383.70
09/19/2023	TAX	5853	LIVINGSTON COUNTY TREASURER	898,374.16

TAX TOTALS:

Total of 19 Checks:	7,946,740.00
Less 0 Void Checks:	0.00
Total of 19 Disbursements:	7,946,740.00

Bank UTYCK UTILITY CHECKING

09/06/2023	UTYCK	3097	A&W CONTRACTING LLC	3,344.00
09/06/2023	UTYCK	3098	BYRUM ACE HARDWARE	51.98
09/06/2023	UTYCK	3099	BRIGHTON ANALYTICAL	30.00
09/06/2023	UTYCK	3100	CSM MECHANICAL, LLC	2,005.00
09/06/2023	UTYCK	3101	GENOA TOWNSHIP DPW	27,877.06
09/06/2023	UTYCK	3102	KENNEDY INDUSTRIES INC	41,910.00
09/06/2023	UTYCK	3103	KISM, LLC	819.00

Check Date	Bank	Check	Vendor Name	Amount
09/06/2023	UTYCK	3104	UIS SCADA	1,190.00
09/06/2023	UTYCK	590003842 (E)	AT&T	320.17
09/06/2023	UTYCK	590003843 (E)	CONSUMERS ENERGY	34.51
09/06/2023	UTYCK	590003844 (E)	CONSUMERS ENERGY	101.47
09/06/2023	UTYCK	590003845 (E)	CONSUMERS ENERGY	110.17
09/06/2023	UTYCK	590003846 (E)	DTE ENERGY	192.27
09/06/2023	UTYCK	590003847 (E)	DTE ENERGY	38.53
09/20/2023	UTYCK	3105	ADVANCED REHABILITATION TECHNOLOGY	29,250.00
09/20/2023	UTYCK	3106	COMPLETE BATTERY SOURCE	140.51
09/20/2023	UTYCK	3107	CORRIGAN OIL CO., NO.II	3,007.59
09/20/2023	UTYCK	3108	CSM MECHANICAL, LLC	2,226.67
09/20/2023	UTYCK	3109	HOWELL TOWNSHIP	300.00
09/20/2023	UTYCK	3110	PREUSS, MICAH & JESSICA	45.60
09/20/2023	UTYCK	3111	SHARPE'S OUTDOOR SERVICES	4,200.00
09/20/2023	UTYCK	3112	SYSTEM SPECIALTIES	7,029.00
09/20/2023	UTYCK	3113	TRUE VALUE HARDWARE	19.16
09/20/2023	UTYCK	3114	US POSTMASTER	1,500.00
09/20/2023	UTYCK	590003848 (E)	DTE ENERGY	109.43
09/20/2023	UTYCK	590003849 (E)	DTE ENERGY	263.28 V
			Void Reason: DTE SENT REVISED INVOICE	
09/20/2023	UTYCK	590003850 (E)	DTE ENERGY	125.45
09/20/2023	UTYCK	590003851 (E)	DTE ENERGY	265.68
09/20/2023	UTYCK	590003852 (E)	DTE ENERGY	117.07
09/20/2023	UTYCK	590003853 (E)	DTE ENERGY	126.53
09/20/2023	UTYCK	590003854 (E)	DTE ENERGY	474.60
09/20/2023	UTYCK	590003855 (E)	DTE ENERGY	248.30
09/20/2023	UTYCK	590003856 (E)	DTE ENERGY	5,911.15
09/20/2023	UTYCK	590003857 (E)	DTE ENERGY	31.90
09/20/2023	UTYCK	590003858 (E)	DTE ENERGY	331.59
09/20/2023	UTYCK	590003859 (E)	DTE ENERGY	38.07

UTYCK TOTALS:

Total of 36 Checks:	133,785.74
Less 1 Void Checks:	263.28
Total of 35 Disbursements:	133,522.46

REPORT TOTALS:

Total of 78 Checks:	8,203,249.67
Less 1 Void Checks:	263.28
Total of 77 Disbursements:	8,202,986.39

*(Agrees with Invoice Register BK*