

AGENDA ITEM

6

HOWELL TOWNSHIP BOARD REGULAR MEETING

MINUTES

Howell Township Hall

November 13, 2017

6:30. p.m.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Dar Howard	Trustee
Harold Melton	Trustee

MEMBERS ABSENT:

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

APPROVAL OF THE AGENDA: MOTION by Melton, seconded by Howard, **“TO APPROVE THE NOVEMBER 13, 2017 AGENDA AS PRESENTED.”** Motion carried.

APPROVAL OF MINUTES:

MOTION by Hohenstein, seconded by Graham, **“TO APPROVE THE OCTOBER 9, 2017 REGULAR MEETING MINUTES AS CORRECTED: UNDER MHOG REPORT, CORRECT THE SPELLING OF 'TETRA'.”** Motion carried. (See October 9, 2017 Meeting Minutes)

CORRESPONDENCE:

None.

CALL TO THE PUBLIC:

Supervisor Coddington with the consensus of the Board asked the public if they had any comments on agenda item 9B to hold off until the meeting gets to that item. A reminder that this is not a Public Hearing but since so many have come out to this meeting he will give everyone a chance to speak at that time. If anyone has any comment on any other issue they may speak now. There was no response.

UNFINISHED BUSINESS:

BRAD JONCKHEERE, BEDROCK VENTURES, LLC CONDITIONAL REZONING

- Trustee Counts stated that the Planning Commission in September recommended to grant the request for a Conditional Rezoning to the Board.
- Brad Jonckheere stated he has an old office building that he would like to turn into a Micro-Brewery until the mining is complete. That is why he is requesting the rezoning to allow for this use. Hours of operation are typically Monday-Thursday: 4:p.m. until 10 p.m., Friday: 4:p.m.-Midnight, Saturday: Noon – Midnight, Sunday: Noon – 8:00 p.m. His other business will be closed when brewery is open. He also stated that in the future, when he is done mining, he would like to have an area for housing.
- Driveway permission from the County Road Commission was discussed.
- The Conditional Rezoning will be removed when the mining is completed.
- The County Planning Staff has given their approval but waiting for review by the County Commissioners.
- **MOTION** by Counts, seconded by Howard, **“TO APPROVE BEDROCK VENTURES, LLC CONDITIONAL REZONING, PARCEL #4706-32-300-003 FROM “AR” AGRICULTURAL RESIDENTIAL TO “NSC” NEIGHBORHOOD SERVICE COMMERCIAL BASED ON THE CONDITIONS STATED IN ALL GOVERNMENTAL REVIEWS.”** Discussion followed. Motion carried.

NEW BUSINESS:**A. HOWELL AREA PARKS & RECREATION AUTHORITY**

- Current Executive Director of HAPRA, Paul Rogers, stated that he will be retiring effective December 21, 2017. The HAPRA has appointed Service Manager, Tim Church, as the new Executive Director who has been with the organization for 7 years. Mr. Rogers thanked the Board for becoming full partnership with HAPRA and all the support that has been given.
- Mr. Church then presented the Proposed 2018 HAPRA Budget. (See Howell Area Parks & Recreation Authority Proposed 2018 Budget) This is being presented to all municipalities that are partners with HAPRA.
- **MOTION** by Hohenstein, seconded by Graham, **“TO ACCEPT THE HAPRA BUDGET AS PRESENTED.”** Discussion followed. Motion carried.

B. AIR RIGHT TEXT AMENDMENT “AR” DISTRICT

- Trustee Counts presented the Planning Commission's recommendation to the Board on a request for a text amendment within the Zoning Ordinance to allow for Open Air Businesses within the “AR” District with the specific purpose for a shooting range. This request, is for a text amendment for all “AR” Agricultural Residential districts, not just one particular parcel. One of the concerns of the Planning Commission was that approximately 65% (about 13,500 acres) of our Township is in an “AR” District. There were many in attendance at the Planning Commission that are opposed to the change. But, much of the emphasis and concern has been focused on the parcel of land that the applicant is interested in. The Planning Commission is recommending denial for the text amendment change.
- Applicant Mike Paige stated he is looking for the text amendment change because the parcel he is interested in is a unique piece of property that will allow for it to be the safest range possible. It will be a silencer range only. The berm that is at the back, he will build larger. He is proposing a 0 horizon range. The footprint on the property is small for environmental concerns. He states that the environmental concerns on the lead is a non-issue. He stated that he has experts that can back that up. He stated that this parcel is close to many of the law enforcement departments. He also commented that he has backing from the Livingston County Sheriff and that they could use a facility like the one he is proposing. There will be many types of training available. Grayling is the nearest facility that has anything close to what he is wanting to have here in Livingston County. He understands that the Board has complete control of what would be allowed for his facility.
- Supervisor Coddington stated he will allow comments from the public on this matter. He is stated that if you made a statement at the Planning Commission Meeting, we have those comments in the minutes from that meeting so you do not need to repeat yourself at this meeting. Unless you have something new to add, please just state your name and that you were at that meeting.
- Lawrence Hannigan, 3321 N. Burkhart – Supports the 2nd Amendment but feels he lives within the kill zone if this goes forward. He has concerns for his safety and does not want to breathe the fumes from the bullets in the air. If the intention is for military training, he does not feel this is the appropriate place for this. For a text amendment it has to be a community need. This is not a need. He also has concern for his granddaughter playing in his yard. He wants to know about the hours of day and night when the training will be occurring.
- Terry Salomonson, 3451 N. Burkhart Rd. – Stated that there are many who are making statements who are against this change but, there are also many who also are against the change who choose not to make any comments. He does not believe you can have a zero horizon. He believes there are too many houses in the area. Does not like it being called an ‘Air Right Text Amendment’. Thinks this is a bad idea. He wants to see some proof that the applicant is getting backing from the local sheriff and the FBI.

- Livingston County Sheriff Mike Murphy – Stated the conversation he had with Mr. Paige was about a training facility. His officers' practice shooting at least once a month. They do not have the long range availability right now. He thinks this would be a great opportunity for a great facility. He stated that it was not Mr. Paige's fault that he did not have the letter available at the Planning Commission Meeting. The letter was written, but I had not sent it to him yet at that time. He hopes that something can be worked out between the Township and the residents. Sheriff Murphy was asked if he would want this in his back yard and he responded, "no one likes a jail in their backyard either".
- Vicki Robertson, 4777 Marr Road – Stated that the berm is on the backside of her property and because of that she has concerns when it comes time to sell her property. She is against this.
- Dale Hartwick, 3995 N. Burkhart Road - He belongs to the Howell Gun Club since the 60's. Stated there is a lot of property there. They have an indoor shooting range. The police practice there also. Would like the applicant to go there and work something out for a training facility. He is against the range being put in his backyard.
- Doug Andrews, 4300 N. Fleming Road – Stated his house is 100 feet from the gravel pit. He also stated he can see over the berm. He is concerned about getting shot. He is asking the Board to vote no.
- Shelly Andrews, 4300 N. Fleming Road – She has concerns about the dropping of property values, losing her peacefulness and all the dangers of a shooting range. Would like to know, how changing the "AR" District will fit into the Master Plan. If this will apply to other "AR" Districts within the Township, then there will be even a bigger concern for the Township. She is urging the Board to vote no.
- Jan Litogot, 3913 N. Burkhart Road – Stated her property touches the berm. Has concerns for her property value. If this is allowed she feel she will be forced to move. She likes it here. She also urges the Board to vote no.
- Fred Palmerton, 4400 Warner Road – Has concerns about property values and that this could open up for gun ranges all over the area if the text amendment is passed.
- Al Nowka, 4101 N. Burkhart Road – Stated his property backs up to the gravel pit. Has concerns about his property values, safety of the animals and being shot by stray bullets. Stated the newspaper article did not tell the truth. Asked the Board if they would want this in their backyard. During duck hunting season you hear the guns, but then the season is done. He has concerns with hearing this every day.
- Gary Mishler, 3889 N. Burkhart Road – Stated that if this text amendment were to pass, there needs to be some kind of accountability for the operation of the facility. Also, there needs to be some type of accountability for the exit plan when they are done for clean-up because of the contamination that will be left. There will also need to be some type of heads up to any future potential buyers who may be putting in wells on the land.
- Jim Salter, 3381 Fleming Road – Has concerns that this is not just a gun range but a training facility. He wanted to know that since the applicant owns a gun store with everything that can be sold in it. Will he build a building that will store or sell guns, ammunition, scopes, etc? If so is he going to have armed guards watching it? Will there be lights to help light the area to protect it? Will it being open all kinds of hours? What about the training that would need to be done during the night because rescues don't just happen during the daytime? He also has concerns about the possibility of other gun ranges that could possibly open up and then close with no accountability with what is left behind. He also is concerned that if that many people will be using the facility, what about porta-johns or will he put in a septic system? Will the Township bring in water and sewer to accommodate his facility? What happens when he walks away and who gets stuck with that bill? He is opposed to this next to his property. He would rather have housing developments go in.
- Ryan Sackman, 3395 Fleming Road – Stated he purchased his property 2 years ago. If he knew there could be a gun range going in next to him he would not have purchased. He has concerns about how the road will be taken care of. Has a 2 year old daughter that plays in his backyard. He has a well and

septic. If they have water search and rescue, will they be using vehicles and will that contaminate the water?

- Jeff Smith, 3762 Mason Road – Wanted to know why they have to re-district the entire Township. (It is the only way you can have a text amendment.) Can you just do it for a particular area? (There are other means but this is the recommended method.) He also wanted to know if this goes in, is this anywhere close the airport flight patterns. If so he has concerns about the lasers that might be used interfering with airplanes.
- Allen Heneveld, 7950 Teahen Road, of Brighton – He owns large parcel on Burkhart Road. He is opposed to this. The Township has already done the Master Plan. The Township has already put in water/sewer districts in the area along Grand River, I96 and M59. That is where development is happening. Does not understand why you put a gun range in developing area. If this passes no one will purchase the land develop housing areas and fill those empty water/sewer connections. Urges the Township to help find a more remote area.
- Nancy Sloan, 5770 Crandall Road – Stated she doesn't understand how you can change the definition of Agricultural. She believes that if you are anywhere near water then you can only use steal shot and not lead shot. It is a known that children like to play in gravel pits. The attraction of this is a concern of hers.
- Tom Neilson, 3415 N. Fleming Road – Stated he wanted to speak for his neighbor who was at the Planning Commission Meeting. He is a veteran who suffers from PTSD. He has trouble with the planes, helicopters, jets and gun shots. He will have a very hard time with this. He would like the Board to take into consideration that there might be other vets in the area who suffer from PTSD. He also has concerns about the traffic and the property values. He is totally against this.
- Jeff Heldt, 4751 W. Marr Road – Stated he is totally against this. He believes that you can still hear gun shot even with suppressors. Does not like the idea of guns shooting all day, every day.
- Alex Hansen, 3513 Amber Oaks – He asked the Board to consider a letter that he previously submitted to the Planning Commission.
- Mike Tipton, 552 Olde English Circle – Stated he does not live near this. If most of the residents that live around the project is against it; then it shouldn't happen. He spoke of the gentleman who was at the Planning Commission Meeting that owns the Assisted Living Facility on Burkhart Road who stated that if this passes he will be reluctant to add on to his facility. Mr. Tipton stated we need people hooking into the sewer and water lines. The Assisted Living Facility hooks into the system.
- An audience member asked if anyone else is interested in the property. Another audience member stated that there 480 completely empty acres in Stockbridge that is up for sale.
- Supervisor Coddington took questions from the Board Members.
Discussion on the baffles. (The baffles will deflect anything down.) How many shooting stations? (Approximately 30 stations. The nearest to any building will be 2,000 feet.)
- **MOTION** by Hohenstein, seconded by Howard, **“BASED ON THE INFORMATION PROVIDED BY THE TOWNSHIP PLANNER, THE RECOMMENDATION OF THE PLANNING COMMISSION AND THE INPUT OF THE PUBLIC, TO KEEP THE “AR” ZONING TEXT AS IS.”** Discussion followed. A roll-call vote was taken: Counts – yes, Graham – yes, Coddington – yes, Melton – yes, Howard – yes, Hohenstein – yes. Motion carries 6 to 0. Clarification of the motion. The “AR” Zoning Text remains as is. No change.

BREAK:

- Supervisor Coddington suggested a few minute break while several audience members are leaving. **MOTION** by Howard, seconded by Hohenstein, **“TO TAKE A FEW MINUTES BREAK.”** Motion carried. Time 7:31 P.M.
- Supervisor Coddington called the meeting back to order at 7:37 P.M.

C. LISTING AGREEMENT FOR VACANT PROPERTIES SALES

- Supervisor Coddington stated that it is time to renew with Lee Associates for, The Howell Township Exclusive Listing Agreement. **MOTION** by Hohenstein, seconded by Graham, **“TO PUT THE LISTING OUT FOR BIDS.”** Discussion followed. It was stated that some of the office staff tried to look for the parcels on-line and they could only find one of them. Motion carried.

D. CONSUMERS FRANCHISE ORDINANCE

- Clerk Graham stated that this was taken back and forth between their lawyer and ours several times. This is what both lawyers agreed upon. This agreement is for 30 years. **MOTION** by Hohenstein, seconded by Graham, **“TO ACCEPT ORDINANCE #272, CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE.”** Discussion followed. A roll-call vote was taken: Coddington – yes, Counts – yes, Graham – yes, Hohenstein – yes, Melton – yes, Howard – yes. Motion carries 6 to 0.

E. MHOG UTILITY DEPARTMENT – ENGAGEMENT LETTER FOR SANITARY SEWER SYSTEM ADVISORY SERVICES.

- Treasurer Hohenstein reported that the Township has gotten together with MHOG to provide sanitary sewer system advisory services. Greg Tatara submitted the engagement letter providing a summary of what services they provide. **MOTION** by Graham, seconded by Melton, **“TO THE MHOG ENGAGEMENT LETTER FOR SANITARY SEWER SYSTEM ADVISORY SERVICES.”** Discussion followed. Motion carried.

F. TRUSTEE CANDIDATES

- The Trustee position is to replace former Trustee Carolyn Eaton, who has moved out of the Township and is no longer eligible for the position. By statute the Trustee position is until the next major election and then that position will go on the ballot which is in 2018.
- Supervisor Coddington informed the 4 candidates that the Township has received their letters of application for the position of Township Trustee. In alphabetical order, each candidate will give a brief history and why they would like to serve on the Howell Township Board. The Board will be able to ask questions from each candidate.
- Alex Hansen, 3513 Amber Oaks Drive – He thanked the Board for taking time to look over each candidate’s letter. He has lived in the Township for a couple of years. He has already seen growth within the community. He respects the fairness within the community. Before becoming the president of the Amber Oaks Homeowners’ Association, he was the treasurer. He will soon be graduating with a Master’s in Business Administration. He is the assistant branch manager of the headquarters of Community Financial Credit Union out of Plymouth. Again he thanked the Board for considering him for the position. He states he is fiscally conservative but socially progressive.
- Sally Newstead, 3792 Byron Road – She thanked the Board for listening to her. She has lived in the Township for 40 years. All 3 of her children and 3 of her 5 grandchildren went/go to Howell Schools. Several of her children are associated with Howell Business or LESA. Has a strong background with stakeholder’s relations with state and local government agencies, non-governmental agencies, and local business. A retiree from the United States Environmental Protection Agency. She worked on a national level with those that are effected. She has worked on monitoring and issuing grants. She was the national team lead on the, Clean School Bus Program. Worked with Scholastic Incorporated to write the book, “Magic School Bus Get Clean-Up”. She is a volunteer with fundraising for the Howell Opera House and other community organizations. She stated that her past experience is to get everyone at

the table to negotiate toward the greater good and to stay within the budget and to use the finances towards the way they were intended.

- Jeffery A. Smith, 3762 Mason Road – He has been a Howell residents since 1977. He is a graduate from Howell High School. He also attended LCC while working full time. He has been in real estate for approximately 34 years. He worked in a 2-year partnership before becoming self-employed and running a title insurance company in Brighton for 18 years. He works with budgets on a daily basis and a yearly basis. He knows what it is like to have to plan for certain goals. He also stated he knows how to market and solicit for businesses. He is the secretary/treasurer of Bayside Condominiums and president of Golden Triangle. He is a former sergeant for the Howell Fire Department. He states he is conservative by nature and doesn't like a lot of change but understands you have to plan for it. Again, he stated he knows you have to plan and stay within a budget. He knows that being on a board you have one vote. He thanked the Board for considering him.
- Michael Tipton, 552 Olde English Circle – He has a degree in Economics. He has 30 years of purchasing experience. He is currently retired. He previously served on the Township Board from 2012 -2016 during a time when it was possible that an emergency manager might have to take over the Township. He stated he was part of the Board that made tough decisions and set a long term plan to avoid going into bankruptcy. Some of the former Board Members lived in the water/sewer developments. We do not have that at the present time. He would like to again see representation from a Board member who lives in one of the districts. He served on other committees during the time he was on the Board. He would like to do that again. He was key player in reestablishing the Township Clean-up Day. It was a positive experience. The Board knows what they would be getting with him. He also stated that with loosing someone from the Board with a lot of experience as Carolyn Eaton had and the Board now has several new members with no experience, he feels he can bring back some of that experience. He describes himself as progressive with a very conservative financial bend. He believes the citizens are number one. He thinks he can add value. He thanked the Board.
- It was the consensus of the Board; they are impressed with the quality of each candidate.
- Supervisor Coddington asked for a motion to appoint.
- **MOTION** by Hohenstein, seconded by Melton, **“TO APPOINT SALLY NEWSTEAD FOR THE POSITION AS HOWELL TOWNSHIP TRUSTEE.”** Discussion followed. A roll-call vote was taken: Howard - no, Melton – yes, Hohenstein- yes, Coddington – yes, Counts – yes, Graham – yes. Motion carries 5 to 1.

G. PLANNING COMMISSION – ADAM DALE RESIGNATION

- Supervisor Coddington stated that Planning Commissioner Adam Dale was recently appointed as a Federal Judge and could no longer hold the Commissioner position. We had to wait for his letter of resignation before we could go forward with officially accepting his resignation.
- **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT ADAM DALE’S LETTER OF RESIGNATION FROM THE HOWELL TOWNSHIP PLANNING COMMISSION.”** Discussion followed. Motion carried.

H. PLANNING COMMISSION CANDIDATES

- Supervisor Coddington stated that each candidate will have a turn to give the Board their history and why they would like to serve on the Planning Commission. We will go in alphabetical order.
- Martha Haglund, 5042 Preston Road – Former resident of Grand Rapids stated she has lived in Howell Township for 6 years. She loves her country settings but also know things are rapidly changing and she would like to be part of that decision making process. She has a Master's in Natural Resources from Grand Valley and a Graduate Degree from Virginia Tech. She is interested in Howell Township getting a community park or a trail. She also has been a realtor and understands those types of

contracts and also understands site plans. She also understands property research. She worked as a Planning Intern for Kathleen Kline-Hudson at the County. These meetings have helped her understand the working of local government. She also has worked with the GIS program. She stated that she likes to read Master Plans and comprehends them. If there is something she doesn't understand she will research it. She thanked the Board for considering her for the Planning Commission.

- Alex Hansen, 3515 Amber Oaks – Stated that as a Home and Commercial Lender this gives him experience in understanding Planning and Master Plans. He understand deeds and title work. He followed the Howell Township implantation and the completion of the Master Plan. Because he is on his Home Association Board, he worked with the Commissioners on some issues. (See his presentation for Board Trustee for further information on Alex Hansen.)
- Karen Melton, 3408 Cheryl Drive – Stated she has taken Real Estate at Henry Ford Community College and has 3 children. She has worked at Garden City Schools with handicapped children. Worked with 4-H for several years. She is a delegate with the Republican Party. She would like to work with the Planning commission.
- **MOTION** by Howard, seconded by Graham, **“TO APPOINT MARTHA HAGLUND TO THE PLANNING COMMISSION.”** A roll-call vote was taken: Hohenstein – yes, Howard – yes, Counts – yes, Coddington – yes, Graham – yes, Melton – no. Motion carries 5 to 1. (This appointment is until the end of the year. Reappointment will need to take place for the 2018-2020 appointment.)

I. SEVERN RENT QUOTE FOR 2 OUT OF 3 RAS PUMPS REPAIR PARTS

- Treasurer Hohenstein reported that there are 3 pumps called RAS Pumps. Two of these pumps are in need of repair. Plant Manager Jerry Livernois has submitted a quote from Kerr Pump and Supply for \$2,325.56 to repair these two pumps. **MOTION** by Hohenstein, seconded by Graham, **“TO APPROVE THE BID FOR REPAIR FOR THE TWO RAS PUMPS FOR NO MORE THAN \$2,400.00 FROM KERR PUMP AND SUPPLY.”** Discussion followed. Plant Manager Livernois stated that Kerr Pump is our sole source for these specialty parts. Motion carried.

J. HUMAN RESOURCE

- Clerk Graham stated that the office staff is requesting that Martin Luther King Day be exchanged for Presidents Day for official holiday. Also, the Board usually gives the office ½ day before Thanksgiving off because most people already believe the office is closed on that day so it is very quiet on that day. The Human Resource Committee is recommending that the office staff will officially now receive both Martin Luther King Day and Presidents Day along with closing the office at noon, the day before Thanksgiving from now on. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE HUMAN RESOURCE’S RECOMMENDATION AS PRESENTED.”** Discussion followed. Motion carried.

REPORTS:

A. SUPERVISOR:

(Coddington reported on the following item)

- That he is handling the normal phone calls and follow-ups.

B. TREASURER:

(Hohenstein reported on the following items)

- Stated that he attended the Court of Appeals for trial that the Township has going on with Rainbow Construction. Nothing new has happened. It is estimated that it will be 2 weeks to 6 month to hear anything on this issue.

- Conveyed Plant Manager Livernois's report on the work that has been done at the Trans West Lift Station.

C. CLERK:

(Graham reported on the following items)

- We had the Fire Marshall come to inspect and to give us a number of room capacity for the Board Room. With the last Planning Commission the room was filled and we wanted to make sure we were not exceeding Fire Codes.
- We also had the alarm company come in and check the alarm system. We are awaiting for a 3rd bid to see which is more feasible to just replace the batteries in the backup lights or to replace the lights entirely.

D. ZONING:

(Prepared by Daus)

- See report.

E. ASSESSING:

(Prepared by Assessor Kilpela)

- See report.

F. FIRE AUTHORITY:

(Coddington reported on the following items)

- Meeting was about the Fantasy of Lights Parade.
- Gave an update on the Ladder Truck.
- The expansion project on the main station is on hold because of the new hurricane standards the Government is placing on any new public buildings.

G. MHOG:

(Howard reported on the following items)

- Reported according to the 6 Month Budget Meeting that they are on track except for the computer upgrades.
- The usage consumption is up because of the dry summer and connections are up because of the growth in the area.
- Closer to acquiring the needed property for the Cross Country Main.

H. PLANNING COMMISSION:

(Counts reported on the following items)

- Reported on the approval of Hamilton Propane's Final Site Plan.
- The Public Hearing on the Text Amendment for the "AR" District.

I. ZONING BOARD OF APPEALS (ZBA):

(Howard reported on the following item)

- Allowed a variance to the Maximum Square Footage ratio, to allow for a pole barn

J. WEBSITE:

(Howard reported on the following item)

- No report.

- K. WWTP:
(Hohenstein reported on the following item)
 - See earlier reports; Agenda items 9I and Treasurer's Report.

- L. HAPRA:
(Graham reported on the following item)
 - See Agenda item 9A.

CALL TO PUBLIC:

No response.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Graham, **"TO APPROVE THE REGULAR DISBURSEMENTS THROUGH NOVEMBER 8, 2017 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

ADJOURNMENT: MOTION by Howard, seconded by Hohenstein, **"TO ADJOURN."** Motion carried. The meeting adjourned 8:32 p.m.

APPROVED:

As Presented: _____ As Amended: _____ As Corrected: _____ Dated _____	_____ Jean Graham Howell Township Clerk _____ Mike Coddington Howell Township Supervisor _____ Debby Johnson Recording Secretary
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AGENDA ITEM

7

CORRESPONDENCE

December 11, 2017

1. **AMERICAN FUNDS** – Annual Report ending 7/31/2017
Annual Report ending 8/31/17
Annual Report ending 9/30/2017
Semi-Annual Report ending 9/30/2017
2. **CONSUMERS ENERGY** – Information for Public Officials
3. **MWEA – MICHIGAN WATER ENVIRONMENT ASSOCIATION** – Fall 2017

AGENDA ITEM

9A

9B

Will be at your place at meeting

AGENDA ITEM

10A

Howell

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this _____ day of _____, 2018 by and between Howell Public Schools, with offices located at 411 N. Highlander Way, Howell, MI 48843 (hereinafter "School District") and Howell Township with offices located at 3525 Byron Road, Howell, MI 48855 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2018.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2018 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

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

3. No later than June 15, 2018 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2018.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

SCHOOL DISTRICT

Signature authorized by Board
of Education Resolution of
_____, 2018

President

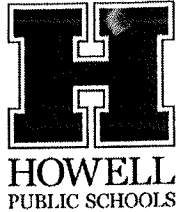
Secretary

TOWNSHIP

Signature authorized by Board
of Trustees Resolution of
_____, 2018

Supervisor

Clerk



RECEIVED

November 10, 2017

NOV 13 2017

HOWELL TOWNSHIP

Jean Graham, Clerk
Howell Township
3525 Byron Road
Howell, MI 48855

Re: 2018 Summer Tax Collection

Dear Ms. Graham,

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

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

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

I can be reached at 517-548-6230 if you have any questions.

Sincerely,

Richard P. Terres
Associate Superintendent
for Business

RPT/cc

enc.

cc: Treasurer

RECEIVED

NOV 13 2017

ANNUAL SUMMER TAX RESOLUTION

HOWELL TOWNSHIP

Howell Public Schools

A (regular) meeting of the Board of Education of Howell Public Schools (the "District") was held in the Admin. Bldg. Board Room on the ~~13th~~ ^{23rd} day of ~~Nov.~~ ^{Oct.}, 2017, at ~~7:00~~ ^{6:30} o'clock p.m.

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

Present: Yenshaw, Pasini, Trudell, Earl, Wilcox, Tarara, Gilligan

Absent: None

The following preamble and resolution were offered by Member Gilligan and supported by Member Wilcox:

WHEREAS:

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to the Revised School Code, as amended, hereby invokes for 2018 its previously adopted ongoing resolution imposing a summer tax levy of all the non-homestead school property taxes, and one-half debt service, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this district is located (and in which a local school district or city is concurrently imposing a summer tax levy¹) to collect those summer taxes.

2. The Superintendent, school business official, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this district is located (and in which a local school district or city is concurrently imposing a summer tax levy¹) a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2018 in the amount specified in this resolution. Said resolutions and the request to collect the 2018 summer tax levy shall be forwarded so that they are received by the appropriate governing bodies.

¹ To be used only by ISD's at their discretion.

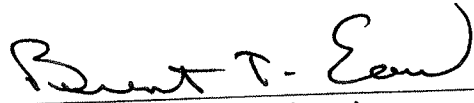
3. The Superintendent, school business official, or his/her designee, is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL380.1612. Any such proposed agreement shall be brought before this Board of Education for its approval or disapproval.

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

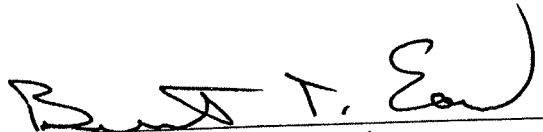
Ayes: Members Yenshaw, Pasini, Trudell, Earl, Wilcox, Tarara, Gilligan

Nays: Members None

Resolution declared adopted


Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Howell Public Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a (regular) meeting held on the ~~13~~¹³ day of ~~Nov.~~^{Oct.}, 23 2017, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (1976 PA 267, as amended).


Secretary, Board of Education

RECEIVED

NOV 13 2017

HOWELL TOWNSHIP

FOWLERVILLE

NOV 13 2017

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

AGREEMENT made this 25th day of October 2017 by and between Fowlerville Community Schools, with offices located at 7677 Sharpe Road, Suite A, Fowlerville, MI 48836 (hereinafter "School District") and, Howell Township, with offices located at 3525 Byron Road, Howell, MI, 48855 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer Levy of School District property taxes for the year 2018.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes as certified by the School District for levy on July 1, 2018 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$3.00 per parcel

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

3. No later than June 20, 2018 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2018.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month.

Signature Authorized by Board of Education
Resolution of October 24, 2017.

SCHOOL DISTRICT

Michael D. Brown

President

Arnell M. Burkhardt

Secretary

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

TOWNSHIP

(Name/Title)

(Name/Title)

Fowlerville Community Schools

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

Date: October 25, 2017

To: Township Official

From: Fowlerville Community Schools

Re: 2018 Summer Taxes

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

Thanks for your continued help,



Wayne Roedel, Superintendent
Fowlerville Community Schools

Mailing Address:

Fowlerville Community Schools
Mr. Wayne Roedel
7677 Sharpe Road, Suite A
Fowlerville, MI 48836

Enclosures: Cover Letter
Summer Tax Agreement, Original
Resolution

RECEIVED

NOV 13 2017

HOWELL TOWNSHIP

AGENDA ITEM

10B

WATER/SEWER CONNECTION FEES:

Current Water Connection Fee	\$4,830.00
5% Increase	\$241.50
New Total	\$5,071.50

Current Sewer Connection Fee	\$4,830.00
5% Increase	\$241.50
New Total	\$5,071.50

AGENDA ITEM

10C

3rd AGREEMENT TO EXTEND LAND PURCHASE AGREEMENT

WHEREAS, Howell Township, of 3525 Byron Road, Howell, Michigan 48855 ("Seller"), and Chestnut Development, of 3800 Chilson Road, Howell, Michigan 48843 ("Purchaser"), did agree on November 7, 2016, to enter into a certain Land Purchase Agreement ("Agreement") for property identified as 60 vacant parcels (see attached Exhibit "A" containing Property Tax I. D. #'s and addresses) located in Howell Township; said Land Purchase Agreement containing a Purchaser's Due Diligence Period ending May 6, 2017, and

WHEREAS, Seller and Purchaser agreed on April 10, 2017 to extend said Due Diligence Period through August 6, 2017, and again, on July 11, 2017, agreed to extend said Due Diligence Period through December 6, 2017, and

WHEREAS, now, Purchaser desires, and has requested, to extend said Due Diligence Period for an additional extended period through June 6, 2018, now

THEREFORE, Seller and Purchaser each, with this Agreement, does mutually agree to extend said Land Purchase Agreement for an additional extended period through June 6, 2018, all other terms and conditions of said Land Purchase Agreement shall remain unchanged.

Agreed as of this 6th day of December, 2017 by:


Seller:

Howell Township

Name: Jean Graham
Title: Clerk

Purchaser:

Chestnut Development. LLC



Steve Gronow
Title: Member

Chestnut Crossing - 32-400-012

SEWER #7

Assesed - REU's	35				
Need - REU's	84				
Additional Assessments to be paid up front	49	at	3606.93 each	176,739.57	
Connection fees	84	at	4830.00 each	405,720.00	
					582,459.57

WATER #3

Assesed - REU's	9				
Need - REU's	84				
Additional Assessments to be paid up front	75	at	2,299.05	172,428.75	
Connection fees	9	at	4,830.00	43,470.00	
Connection fees - new amount as of 12-2016	75	at	8,330.00	624,750.00	
					840,648.75

Connections fees may be paid of buildings progress

K. **Inspection Fees.** The cost of connecting private premises to the Township Sanitary Sewer System shall not be paid from the proceeds of any bond issue or from the revenues of the System, but shall be paid by the property owners receiving the service. In addition, each premises connecting to the facilities of the System shall pay a charge for the inspection of such connection, as may be established from time to time by Livingston County.

L. **Connection Fee.**

1) There shall be paid for each single family residential premises or single family Residential Equivalent (RE) connecting to any sanitary sewer lines, in cash, at the time of application for the connection permit for the privilege of indirectly using the wastewater treatment facilities of such System, the amount of Three Thousand Eight Hundred Fifty (\$3,850.00) Dollars, in addition to such other charges or fees as may be required under this Ordinance or by resolution of the Township Board. All premises other than single family residences connected either directly or indirectly to the Sanitary Sewer System shall pay an initial Connection Fee, in cash, for sewage treatment capacity, in the sum of Three Thousand Eight Hundred Fifty (\$3,850.00) Dollars for each Residential Equivalent (RE) as computed in the Table of Unit Factors. Whenever a user other than a single family residential user increases its demand for wastewater treatment services due to facility expansion, change in facility usage, or other reason, the Township Board shall review that user's Residential Equivalent Factor and may assign a new Residential Equivalent Factor. If a new Residential Equivalent Factor is established for an existing user, said user shall be required to pay, in cash, an additional connection Fee equal to Three Thousand Eight Hundred Fifty (\$3,850.00) Dollars multiplied by the increase established in the user's Residential Equivalent factor. The amount of the connection Fee may be modified from time to time by the Township Board as may be required to recover the Township's capacity costs in the system.

2) Voluntary connections for owners or premises outside any sewer district may be allowed subject to the capacity of the district collection and treatment system to support and treat such additional wastewater.

a) The owner shall pay the actual cost of all pipe, risers, stubs, wyes or other apparatus and the cost of all labor necessary to accomplish said connection, in addition to any inspection fee charged by Livingston County, and any Connection Fee, Benefit Fee, or other fees or charges established by this Ordinance, and such acreage fee as determined by the Township Board to be consistent with previous districts.

b) The connection to, and use of, the system by such premises shall be by gravity flow, except by prior approval of the Township Board.

c) The surface of any disturbed right-of-way shall be returned to the condition at least equal to that existing before any excavation was undertaken.

d) The owner shall obtain prior approval from the Township Board of all plans and specifications and materials to be utilized to accomplish said connection. The Township may charge the owner the actual cost incurred by the Township for the review and approval of plans and specifications, and for inspection costs incurred by the Township during construction.

e) All wyes, stubs, pipes, risers or other apparatus not owned by the district shall, after installation and inspection, become for purposes of operation and maintenance, the responsibility of the owner. The responsibility of Howell Township for operation and maintenance shall be limited to sewer mains, manholes, lift stations, and the wastewater treatment plant located within the Drainage District.

f) Upon voluntary connection as hereinbefore set forth, said owner and premises shall be subject to all ordinances, resolutions, rules, fees and charges relating to the use of the System then in effect and thereafter amended.

3) **Denial of Voluntary connection.** The Township Board may deny the application of any person for sanitary sewer use hereunder. Criteria for denial shall include, but not be limited to:

- a) Noncompliance with relevant Township and land use ordinances, regulations and plans.
- b) The effect of such proposed use upon the Township Sewer System as a whole.
- c) Then current sewer transmission and treatment capacity.
- d) Prior commitments for sewer availability.
- e) Litigation or other contingency requirements which may result in additional sewer use.
- f) Immediate or emergency health considerations.

4) **Contractual rates.** The foregoing provisions relating to rates shall not be construed as prohibiting any special agreement or arrangement between the Township and any users or class of users whereby the sanitary waste of unusual strength or character of such user or class of users may be accepted into the System, subject to payment therefor by said user or class of users.

5) **Revision of Rates and Charges.** The rates, charges and fees established by this Ordinance shall be reviewed at least annually and are estimated to be sufficient to provide revenue for the payment of the operation and maintenance, costs, debt service charges and such other charges and expenditures of the System. Such rates, charges and fees shall be reviewed from time to time as required to maintain the fiscal integrity of the System and the same may be revised and fixed by resolution of the Township Board as may be necessary to produce the amounts required to pay such charges and expenditures and provide the funds necessary for the maintenance of the financial integrity of the System.

6) **Deferring Charges.** No free services shall be furnished to any user of the system, and there shall be no waiver or forgiveness of charges levied pursuant to the terms of this Ordinance. The foregoing notwithstanding, any resident eligible for deferment of payment of any fees pursuant to the laws of the State of Michigan shall be afforded ample opportunity to request such deferment or partial payment accordance therewith.

7) The foregoing notwithstanding, nothing contained in this Ordinance shall be construed as limiting, modifying or amending any Special Assessments levied against properties within the Township in connection with the construction of sanitary sewers and such Special Assessments shall be due and payable according to the terms of the resolutions and actions of the Township Board establishing such assessments.

M. **Enforcement of Charges.**

1) Nonpayment of Special Assessments and/or Connection Fees. Nonpayment of Special Assessments or Connection Fees shall subject the property owner to liability for such additional charges and penalties as are provided under this Ordinance for a late or delayed connection.

TOWNSHIP OF HOWELL
ORDINANCE NO. 238

UTILITY ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE COMBINATION OF THE TOWNSHIP'S WATER SUPPLY AND WASTEWATER COLLECTION AND TREATMENT SYSTEMS AS PERMITTED BY ACT 94, PUBLIC ACTS OF MICHIGAN, 1933, AS AMENDED; TO PROVIDE FOR THE CALCULATION OF ADDITIONAL CONNECTION FEES AND CREDITS; TO PROVIDE FOR THE COLLECTION OF REVENUES FROM THE COMBINED SYSTEM SUFFICIENT FOR THE PURPOSE OF PAYING THE COSTS OF OPERATION AND MAINTENANCE OF THE SYSTEM; TO PROVIDE FOR THE SEGREGATION AND DISTRIBUTION OF THE REVENUES; AND TO PROVIDE FOR OTHER MATTERS RELATING TO THE SYSTEM.

This Ordinance amends the Wastewater Collection and Treatment System Ordinance, Ordinance No. 21 effective June 30, 1989 as previously amended by Ordinance No. 169, Effective January 1, 2004, and the Water Use and Rate Ordinance, Ordinance No. 181, effective December 20, 2004.

THE TOWNSHIP OF HOWELL, LIVINGSTON COUNTY, MICHIGAN ORDAINS:

SECTION 1. Title.

This Ordinance shall be known as the Howell Township Combined Water Supply and Wastewater Collection and Treatment System Ordinance.

SECTION 2. Definitions.

As set forth in this Ordinance the following terms shall have the meanings described in this Section unless the context specifically indicates different meaning.

1. "Act 94" means Act 94, Public Acts of Michigan, 1933, as amended.
2. "Ordinance No. 21" means Ordinance No. 21 effective June 30, 1989 as previously amended by Ordinance No. 169, Effective January 1, 2004 providing for the operation and maintenance of the wastewater collection and treatment portion of the System.
3. "Ordinance No. 181" means Ordinance No. 181 effective December 20, 2004 providing for the operation and maintenance of the water supply portion of the System.
4. "System" means the complete water supply and wastewater collection and treatment system of the Township, both inside and outside the Township, including all plants, works, instrumentalities and properties, used or useful in connection therewith, and all additions, extensions and improvements hereafter acquired.

SECTION 3. Purpose and Necessity.

It is hereby determined to be necessary and in the best interest of the Township, and it is the purpose of this Ordinance, to combine the existing Howell Township Water Supply System and the Howell Township Wastewater Collection and Treatment System into a combined system as permitted under the provisions of Act 94, and thereby promote the public health, safety, and welfare of the citizens of Howell Township.

SECTION 4. Combination of Systems.

Effective July 1, 2010, the Wastewater Collection and Treatment System operated under Ordinance No. 21 and the Water Supply System operated under Ordinance No. 181 shall be operated under a combined basis as provided by this Ordinance. All provisions of Ordinance No. 21 and Ordinance No. 181 which are not amended by this Ordinance shall remain in full force and effect.

SECTION 5. Rates and Charges.

The rates to be charged for service furnished by the System and the methods of collection and enforcement of the collection of the rates shall be those rates in effect on the date of adoption of this Ordinance.

SECTION 6. Connection Fee.

In addition to the existing Charges and Rates for Water Supply and Wastewater Collection and Treatment services provided under Ordinance No. 181 and Ordinance No. 21, the following connection fee shall be paid for each single family residential premises or single family Residential Equivalent (RE) connecting to the System at the time of application for the connection permit:

For the privilege of connecting to the System, a Connection Fee in an amount determined by the Township Board that is equal to the total principal and interest payable pursuant to a special assessment for System improvements applicable to the REU for the property being connected. Any property which has not been specially assessed for System improvements shall not be subject to this section. The Township Board shall determine the Connection Fee for each special assessment district heretofore or hereafter created and the Connection Fee shall only be applicable to new connections to the System made after the effective date of this amendment. The Connection Fee shall be reduced by an amount equal to any payments received by the Township pursuant to a special assessment on the property to be connected other than payments received by Livingston County, or the Township's general fund or enterprise funds. The Connection Fee shall be due and payable in cash prior to connection to the System unless other terms are agreed to by the property owner and the Township Board and approved in writing. Payments of the Connection Fee shall result in an equal credit being applied against any unpaid special assessment on the property to be connected.

The Connection Fee under this section may be prepaid at any time, in whole or in part, by paying an amount equal to the outstanding principal balance of the REU special assessment together with any unpaid principal and interest. No credit

shall be given for any payments received by Livingston County, or the Township's general fund or enterprise funds. Any prepayment made under this section shall be deemed to have fully satisfied the payment obligation for the REU special assessment.

Examples of Calculation of Connection Fee are attached to this Ordinance as Exhibit A.

SECTION 7. Fixing and Revising Rates and Charges; Rate Covenant.

The rates and charges now in effect or levied under this Ordinance are estimated to be sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, to provide for the payment of the principal of and interest on the debt incurred to acquire and construct the System as the debt becomes due and payable, and to provide for all other obligations, expenditures and funds for the System required by law and this Ordinance. The rates and charges shall be fixed and revised from time to time as may be necessary to produce these amounts, and it is hereby covenanted and agreed to fix and maintain rates and charges for services furnished by the System at all times sufficient to provide for the foregoing.

SECTION 8. No Free Service or Use.

No free service or use of the System, or service or use of the System at less than cost, shall be furnished by the System to any person, firm or corporation, public or private, or to any public agency or instrumentality, including the Township.

SECTION 9. Management; Fiscal Year.

The operation, repair and management of the System shall continue to be under the supervision and control of the Township Board. The Township Board may employ such person or persons in such capacity or capacities as it deems advisable to carry on the efficient management and operation of the System. The Township Board may make such additional rules and regulations as it deems advisable and necessary to assure the efficient management and operation of the System.

The Fiscal Year for the System shall commence on July 1 of each year and end on the last day of June of the following year, concurrent with the Fiscal Year of the Township. If the fiscal year of the Township is changed then the Fiscal Year for the System shall be changed so that it is concurrent with the Fiscal Year of the Township.

SECTION 10. Budget.

Prior to the beginning of each Fiscal Year, the Township shall prepare an annual budget for the System for the ensuing Fiscal Year.

SECTION 11. Records and Audits.

The Township shall maintain the Receiving Fund and all accounts and funds of the System as an enterprise fund within the books and accounts of the Township.

The Township shall cause an annual audit of such books and records and accounts of the preceding operating year to be made by a recognized independent certified public accountant and will make such audit available to the public upon proper request.

SECTION 12. Funds and Accounts; Flow of Funds.

RECEIVING FUND: Commencing on the date of combination of systems as provided in Section 4 of this Ordinance, all funds belonging to the prior Water Supply System and the prior Wastewater Collection and Treatment System shall belong to the combined System created under this Ordinance and shall be transferred as herein indicated, and all Revenues of the System shall be set aside as collected and credited to a separate depository account to be designated as the WATER SUPPLY AND WASTEWATER COLLECTION AND TREATMENT SYSTEM RECEIVING FUND (the "Receiving Fund"). In addition, on the effective date of this Ordinance, all Revenues in any accounts of the prior systems shall be transferred to the Receiving Fund and credited to the funds and accounts as provided in this section. The Revenues credited to the Receiving Fund are pledged for the purpose of the following funds and shall be transferred or debited from the Receiving Fund periodically in the manner, at the times, and in the order of priority hereinafter specified, provided that no transfer shall be required to be made to a fund on any date if the amount on deposit in the fund is sufficient to meet the requirements of this Ordinance.

A. OPERATION AND MAINTENANCE ACCOUNT:

There shall next be established and maintained a separate account designated as the OPERATION AND MAINTENANCE ACCOUNT (the "Operation and Maintenance Account"). Out of the Revenues credited to the Receiving Fund there shall be first set aside in the Operation and Maintenance Account the amounts necessary to provide for the payment of expenses of administration and operation of the System and such current expenses for the maintenance thereof as may be necessary to preserve the same in good repair and working order.

B. REVENUE BOND AND INTEREST REDEMPTION ACCOUNT:

In the event the Township issues Revenue Bonds pursuant to Act 94 which are payable from a statutory first lien on the Net Revenues, there shall be established and maintained a separate depository account designated as the REVENUE BOND AND INTEREST REDEMPTION ACCOUNT (the "Revenue Bond Redemption Account"), the moneys on deposit therein from time to time to be used solely for the purpose of paying the principal of, redemption premiums (if any) and interest on the Revenue Bonds.

Out of the Revenues remaining in the Receiving Fund after provision for the Operation and Maintenance Account, there shall be set aside in the Revenue Bond Redemption Account prior to each date principal or interest on the Revenue Bonds is due, the amount necessary to provide for the payment when due of the principal of and interest on the Revenue Bonds, including any amounts necessary to maintain any Revenue Bond Reserve Account established within the Revenue Bond Redemption Account by the ordinance authorizing issuance of Revenue Bonds.

C. GENERAL OBLIGATION BOND PAYMENT ACCOUNT:

There shall next be established an account designated the GENERAL OBLIGATION BOND PAYMENT ACCOUNT (the "General Obligation Bond Payment Account") the money credited thereto to be used solely for payment of principal of, interest and premium, if any, on any general obligation bonds, special assessment bonds which are also a general obligation of the Township, contract bonds issued by Livingston County on behalf of the Township and secured by a contractual general obligation pledge of the Township, and any other general obligation bonds issued by or on behalf of the Township for improvements to the System (collectively "General Obligation Bonds"). Out of the Revenues remaining in the Receiving Fund after meeting the requirements of the Operation and Maintenance Account and the Revenue Bond Redemption Account, there shall be next set aside in, or credited to, the General Obligation Bond Payment Account, amounts which shall be proportionately sufficient, after taking into account any separate funds of the Township on hand and specifically designated for payment of debt service on the General Obligation Bonds, to provide for payment of principal, interest and premiums, if any, on any General Obligation Bonds as the same become due. Amounts in the General Obligation Bond Payment Account shall be withdrawn as necessary to pay the principal of and interest and premium, if any, on any General Obligation Bonds as the same become due.

No further payments need be made into the General Obligation Bond Payment Account after enough of the principal installments of the General Obligation Bond have been retired so that the amount then held in the General Obligation Bond Payment Account (including the Bond Reserve Account, if any), is equal to the entire amount of principal and interest to become payable at the time of maturity of all the principal installments of the General Obligation Bonds then remaining outstanding.

The moneys in the General Obligation Bond Payment Account and the Bond Reserve Account shall be invested in accordance with this Ordinance, and profit realized or income earned on such investment shall be used or transferred as provided in this Ordinance.

After payment in full of the bonds being paid from the General Obligation Bond Payment Account, any moneys remaining in the General Obligation Bond Payment Account may, at the discretion of the Township, be transferred to the Replacement and Improvement Account or used for any other purpose permitted by law.

D. REPLACEMENT AND IMPROVEMENT ACCOUNT:

There shall next be established and maintained a separate depository account designated the REPLACEMENT AND IMPROVEMENT ACCOUNT (the "Replacement and Improvement Account") which account may have several subaccounts therein, the money credited thereto to be used solely for the purpose of making repairs and improvements to the System and for additions, improvements, enlargements or extensions to the System, including the planning thereof. Out of the Revenues and moneys of the System remaining in the Receiving Fund each month after provision has been made for the deposit of moneys in the Operation and Maintenance Account, the Revenue Bond Redemption Account, and the General Obligation Bond Payment Account, there may be

deposited in the Replacement and Improvement Account such additional funds as the Board may deem advisable.

E. SURPLUS MONEYS:

Thereafter, any Revenues in the Receiving Fund after satisfying all the foregoing requirements of this section may, at the discretion of the Township, be transferred to the Replacement and Improvement Account or used for the purchase of General Obligation or Revenue Bonds on the open market at not more than the fair market value thereof or used to redeem such bonds prior to maturity or to reimburse the Township for funds expended for System expenses from its general fund or other funds of the Township.

SECTION 13. Priority of Funds.

In the event the moneys in the Receiving Fund are insufficient to provide for the current requirements of the Operation and Maintenance Account, the Revenue Bond Redemption Account, and the General Obligation Bond Payment Account, any moneys or securities in other funds of the System shall be credited or transferred, first, to the Operation and Maintenance Account, second to the Revenue Bond Redemption Account, and third to the General Obligation Bond Payment Account.

SECTION 14. Depository and Funds on Hand.

Moneys in the several funds and the accounts established pursuant to this Ordinance, except moneys in the Revenue Bond Redemption Account, and the General Obligation Bond Payment Account may be kept in one or more bank accounts at a bank or banks designated by resolution of the Township, and if kept in one bank account the moneys shall be allocated on the books and records of the Township in the manner and at the times provided in this Ordinance.

SECTION 15. Investments.

Moneys in the funds and accounts established herein may be invested by the Township in any investments permitted by law. In the event investments are made, any securities representing the same shall be kept on deposit with the bank or trust company having on deposit the fund or funds or account from which the purchase was made.

SECTION 16. Insurance.

The Township must maintain and carry incurrence on all physical properties of the System, of a kind and in the amounts normally carried by public utility companies and municipalities engaged in the operation of water supply and wastewater collection and treatment systems. All money received from losses under such insurance policy must be applied solely to the replacement and restoration of the damaged or destroyed property.

SECTION 17. Specific Ordinance Sections Repealed.

Section 7 of Ordinance No. 181 is hereby specifically repealed as of the effective date of this Ordinance.

Section 10 of Ordinance No. 21 is hereby specifically repealed as of the effective date of this Ordinance.

SECTION 18. Effective Provisions of Prior Ordinances.

All provisions of Ordinance No. 181, and all provisions of Ordinance No. 21 as previously amended by Ordinance No. 169 which are not amended by this Ordinance shall remain in full force and effect.

SECTION 19. Conflicts or Repealer.

All ordinances or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed. If a part or parts of this ordinance are for any reason held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of remaining portion of this Ordinance.

SECTION 20. Severability.

If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

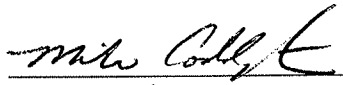
SECTION 21. Publication.

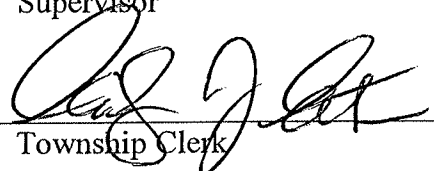
In accordance with the provisions of Section 6 of Act 94, this Ordinance shall be published once in full in the Livingston County Daily Press & Argus, a newspaper of general circulation in the Township qualified under State of Michigan law to publish legal notices, promptly after its adoption, and shall be recorded in the Ordinance Book of the Township and filed with the County Clerk, and such recording authenticated by the signatures of the Supervisor of the Board and the Township Clerk.

SECTION 22. Effective Date.

This Ordinance shall become effective on July 1, 2010.

ADOPTED AND SIGNED THIS 28th day of June, 2010.

Signed  _____
Supervisor

Signed  _____
Township Clerk

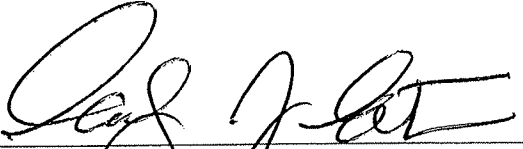
I HEREBY CERTIFY that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the Township Board of the Township of Howell, Livingston County, State of Michigan, at a regular meeting held on the 28th day of June, 2010, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

I further certify that the following Members were present at said meeting: Coddington, Eaton, Hammond, Phelan, Hubbel, and Howard and that the following Members were absent: Henry.

I further certify that Member Hammond moved for adoption of said Ordinance, and that said motion was supported by Member Phelan.

I further certify that the following Members voted for adoption of said Ordinance: Coddington, Eaton, Howard, Hubbel, Hammond, Phelan and that the following Members voted against adoption of said Ordinance: none.

I further certify that said Ordinance has been recorded in the Ordinance Book and that such recording has been authenticated by the signatures of the Supervisor and the Township Clerk.



Township Clerk

EXHIBIT A

Examples of Calculation of Connection Fee

The following are examples of calculation of the Connection Fee under Section 6 of this Ordinance.

Assumptions: Property specially assessed in the amount of \$15,000 at the rate of interest of 6% per annum on the special assessment roll; equal principal installments due in the amount of \$1,000 per year for fifteen (15) years.

Example 1. No special assessment payments are made on the property for the first five (5) years. Prior to the sixth installment due date, the property owner seeks to connect to the System. The Connection Fee is calculated as follows:

Connection Fee pursuant to this section:	
Outstanding principal balance of REU special assessment:	\$10,000
Unpaid principal balance of REU special assessment:	5,000
Unpaid interest on REU special assessment:	3,750
<u>Connection Fee Due:</u>	<u>\$18,750</u>

Example 2. No special assessment payments are made on the property for the first ten (10) years. Prior to the eleventh installment due date, the property owner seeks to connect to the System. The Connection Fee is calculated as follows:

Connection Fee pursuant to this section:	
Outstanding principal balance of REU special assessment:	\$ 5,000
Unpaid principal balance of REU special assessment:	10,000
Unpaid interest on REU special assessment:	6,150
<u>Connection Fee Due:</u>	<u>\$21,150</u>

Example 3. No special assessment payments are made on the property for the life of the fifteen-year special assessment. In year sixteen, the property owner seeks to connect to the System. The Connection Fee is calculated as follows:

Connection Fee pursuant to this section:	
Outstanding principal balance of REU special assessment:	\$ 0
Unpaid principal balance of REU special assessment:	15,000
Unpaid interest on REU special assessment:	7,050
<u>Connection Fee Due:</u>	<u>\$22,050</u>

AGENDA ITEM

10D

Board Meeting Schedule 2018

Meetings scheduled 2nd Monday every month at
6:30p.m. at 3525 Byron Rd, Howell

Monday January 8, 2018 - 6:30p.m.

Monday February 12, 2018 - 6:30p.m.

Monday March 12, 2018 - 6:30p.m.

Monday April 9, 2018 - 6:30p.m.

Monday May 14, 2018 - 6:30p.m.

Monday June 11, 2018 - 6:30p.m.

Monday July 9, 2018 - 6:30p.m.

Monday August 13, 2018 - 6:30p.m.

Monday September 10, 2018 - 6:30p.m.

Monday October 8, 2018 - 6:30p.m.

Monday November 12, 2018 - 6:30p.m.

Monday December 10, 2018 - 6:30p.m.

2018 Calendar

January 2018						
W	S	M	T	W	T	F
		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		

01: New Year's Day
15: M L King Day

February 2018						
W	S	M	T	W	T	F
					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		

19: Presidents Day

March 2018						
W	S	M	T	W	T	F
					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 2018						
W	S	M	T	W	T	F
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 2018						
W	S	M	T	W	T	F
		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		

28: Memorial Day

June 2018						
W	S	M	T	W	T	F
					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 2018						
W	S	M	T	W	T	F
		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		

04: Independence Day

August 2018						
W	S	M	T	W	T	F
					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 2018						
W	S	M	T	W	T	F
						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						

03: Labor Day

October 2018						
W	S	M	T	W	T	F
		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		

08: Columbus Day

November 2018						
W	S	M	T	W	T	F
					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

11: Veterans' Day

December 2018						
W	S	M	T	W	T	F
						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					

24: Christmas Eve Day

Bd Mtg
2nd Monday

PC Mtg
4th Tuesday

ZBA Mtg
3rd Monday as needed

Clerk's Mtg
4th Thursday

AGENDA ITEM

10E

Planning Commission Positions that need re-appointed:

Term 01/01/18-12/31/2020

Andrew Sloan

Peter Manwiller

Martha Haglund

Alternate Board Representative

To replace Carolyn Eaton

AGENDA ITEM

10F

Appointment to the ZBA:

Term 01/01/18-12/31/2020

To replace Tom Knight who is retire at end of term 2017.

Appointment to ZBA – Board Representative

To replace Carolyn Eaton

AGENDA ITEM

11D

Commercial Land Use

Permit #	Contractor	Job Address	Fee Total
P17-251	HOWELL W P ACQUISITION G	3003 W GRAND RIVER	\$20.00
Work Description: THREE EXISTING ROOM WILL BE CONVERTED INTO A SINGLE DIALYSIS SUITE AND ANCILLARY STORAGE.			
P17-255	TANGER PROPERTIES LLC	1475 N BURKHART C-180	\$310.00
Work Description: TENANT IMPROVEMENT OF EXISTING RETAIL SPACE.			
Total Permits For Type:			2
Total Fees For Type:			\$330.00

Residential Land Use

Permit #	Contractor	Job Address	Fee Total
P17-242	G L B PARTNERS LLC	3115 IVY WOOD CIRCLE	\$105.00
Work Description: 1,862 SQ FT 2 STORY DWELLING, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE, 14 X 14 CEMENT PATIO.			
P17-243	G L B PARTNERS LLC	3123 IVY WOOD CIRCLE	\$105.00
Work Description: 2,392 SQ FT 2 STORY DWELLING, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE, 14 X 14 CEMENT PATIO.			
P17-244	G L B PARTNERS LLC	3116 IVY WOOD CIRCLE	\$105.00
Work Description: 2,022 SQ FT DWELLING, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE, 10 X 10 CEMENT PATIO.			
P17-245	G L B PARTNERS LLC	3112 IVY WOOD CIRCLE	\$105.00
Work Description: 2,392 SQ FT 2 STORY DWELLING, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE, 14 X 14 CEMENT PATIO.			
P17-246	G L B PARTNERS LLC	3208 HILL HOLLOW LANE	\$105.00
Work Description: 1,862 SQ FT 2 STORY DWELL, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE, 14 X 14 CEMENT PATIO			
P17-247	G L B PARTNERS LLC	3120 IVY WOOD CIRCLE	\$105.00
Work Description: 2,075 2 STORY DWELL, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE, 14 X 14 CEMENT PATIO			
P17-248	BRIGGS ERIC J AND AMANDA	323 CIMARRON DRIVE	\$50.00
Work Description: 6' TALL TREATED PRIVACY FENCE.			
P17-249	LYNCH STEVEN F & MICHELL	2300 ARMOND	\$75.00

Work Description: 12 X 12 POOL HOUSE WITH A 12 X 24 COVERED PATIO.

P17-250	TALLMANN FREDERICK III &	4445 INDIAN CAMP TRIAL	\$20.00
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Work Description: REMOVE AND REPLACE SHINGLES

P17-252	WESTVIEW CAPITAL LLC	3572 AMBER OAKS DRIVE	\$105.00
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Work Description: 1,862 SQ FT DWELLING, FULL UNFINISHED BASEMENT, 2 CAR ATTACHED GARAGE.

P17-256	HOWARD DAROLD G & KAEI	963 NANCY ANN DR	\$75.00
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Work Description: 46' X 64' POLE BARN IN SIDE YARD.

P17-257	TERRELL JERRY	1762 BREWER	\$75.00
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Work Description: ADDITION OF AN ATTACHED GARAGE AND BREEZEWAY. 24 X 24 GARAGE AND A 16 X 6 BREEZEWAY. ALSO A FENCE ALONG THE WEST AND NORTH SIDE OF PROPERTY.

P17-258	BODNAR CECILIA	1776 BYRON	\$20.00
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Work Description: TEAR OFF SHINGLES AND REROOF HOUSE ONLY

P17-259	CYROWSKI AARON AND KELS	375 SUNBURY DRIVE	\$50.00
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Work Description: CONNECTING TO NEIGHBORS FENCE ALONG BACK AND AT HOUSE

P17-260	MOORE BRIAN A	4700 N BURKHART	\$20.00
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Work Description: REPLACING SHINGLES WITH A METAL ROOF

P17-261	ELBERSON LYNN CHRISTINE	4980 CRANDALL	\$20.00
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Work Description: REPLACESING 8 WINDOWS

P17-262	MEHL ABBELYN	3885 BYRON	\$20.00
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Work Description: REPLACING 3 WINDOWS

P17-263	HUFF CAROLYN J	98 HENDERSON	\$20.00
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Work Description: INSTALLING 6 WALL ANCHORS

Total Permits For Type: 18

Total Fees For Type: \$1,180.00

Sewer Connection

Permit #	Contractor	Job Address	Fee Total
P17-168	G L B PARTNERS LLC	3115 IVY WOOD CIRCLE	\$0.00
Work Description:			
P17-170	G L B PARTNERS LLC	3123 IVY WOOD CIRCLE	\$0.00
Work Description:			
P17-224	G L B PARTNERS LLC	3112 IVY WOOD CIRCLE	\$0.00

Work Description:

P17-226	G L B PARTNERS LLC	3116 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-228	G L B PARTNERS LLC	3120 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-234	G L B PARTNERS LLC	3208 HILL HOLLOW LANE	\$0.00
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Work Description:

Total Permits For Type: 6

Total Fees For Type: \$0.00

Water Connection

Permit #	Contractor	Job Address	Fee Total
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P17-167	G L B PARTNERS LLC	3115 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-169	G L B PARTNERS LLC	3123 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-223	G L B PARTNERS LLC	3112 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-225	G L B PARTNERS LLC	3116 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-227	G L B PARTNERS LLC	3120 IVY WOOD CIRCLE	\$0.00
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Work Description:

P17-233	G L B PARTNERS LLC	3208 HILL HOLLOW LANE	\$0.00
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Work Description:

Total Permits For Type: 6

Total Fees For Type: \$0.00

Report Summary

\$1,510.00

Population: All records
Permit.DateIssued Between
11/01/2017 AND 11/30/2017

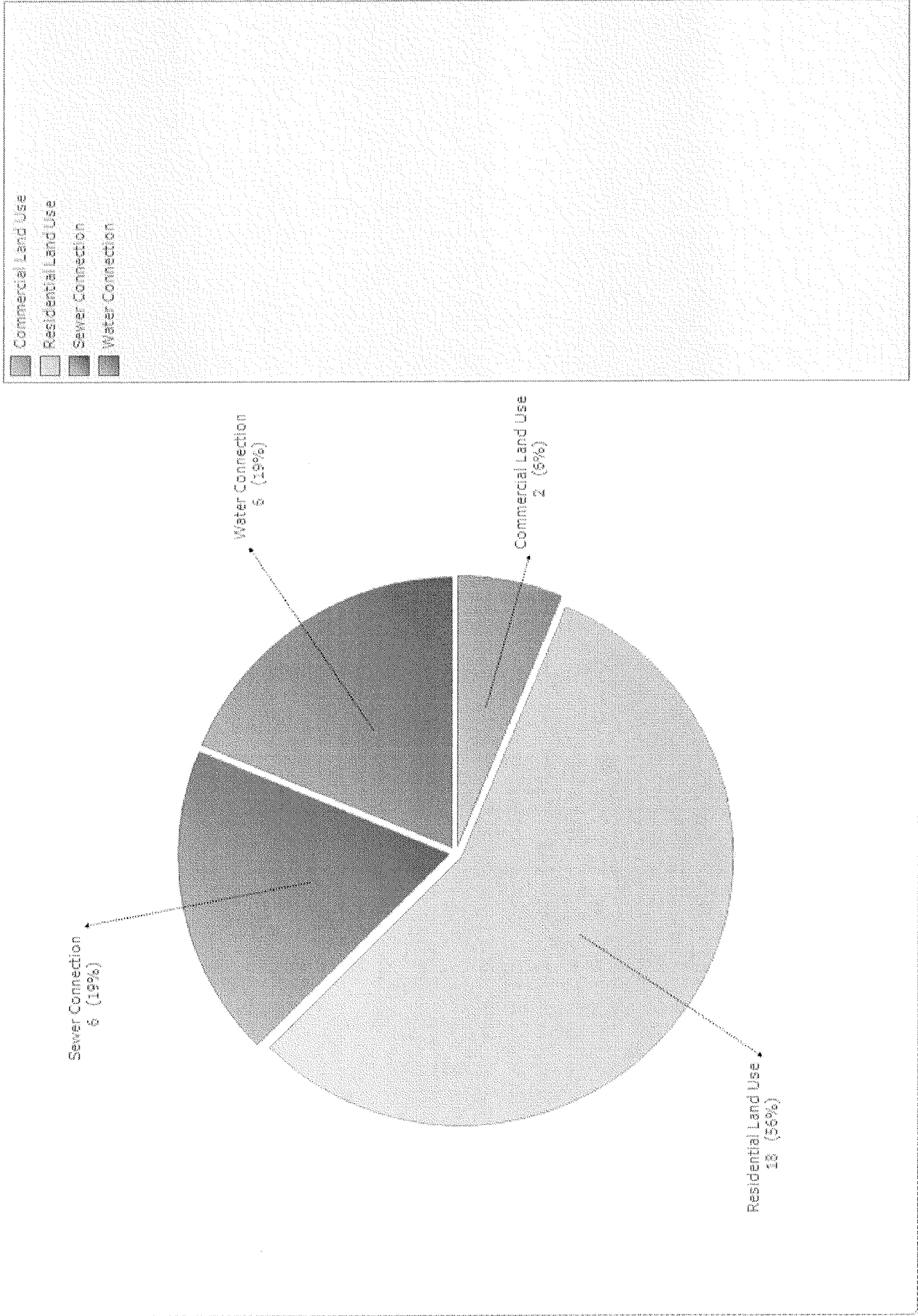
Grand Total Permits:

32

Breakdown of Permits by Permit Type

Current Chart Filter: All Records, Permit.DateIssued Between 11/1/2017 12:00:00 AM AND 11/30/2017 11:59:59 PM AND Permit.Status = ISSUED

Permits by Permit Type



AGENDA ITEM

11E

Monthly Activity Report for November 2017 – Assessing Dept/Brent Kilpela

MTT UPDATE:

7-Eleven v Howell Township: 7-Eleven dropped their appeal. This is the best possible outcome for the township. I have been contacted about the possibility of splitting the parcel. There may be future commercial development with the surrounding vacant land.

SMALL CLAIMS TRIBUNAL:

William Cheek v Howell Township: Vacant land appeal. Hearing date is December 12, 2017.

ASSESSING OFFICE:

ASSESSOR: Working on ECF's for Residential, Agricultural, and Industrial classes. The Agricultural class will have no increase in assessed value for 2018. The Commercial Class will experience a 2.3% increase, while the Industrial Class will go up by 1.1%. Finally the assessed value will be raised 1.4% for the Residential Class. The December Board of Review will be held on December 12th. Sales for all classes have been verified for the sales period used in the 2018 assessment roll. The personal property file will be sent to the printer this week. I attended the BS&A meeting to discuss how the cost manual will be used with the software going forward. There will changes in the functionality as the manual will not be "inside" the software any longer. It will sit on the server and the data will be retrieved when the parcel is recalculated. Hopefully these changes will not create too much variance in the day to day operations. BS&A has been working on this for around 18 months so there is much hope that the bugs will be worked out. The rollout of the new changes will take place with the rollover to the 2019 assessment year.

JOE DAUS, FIELD INSPECTOR: Completing inspections on new construction and existing permits.

OTHER: The township audit report is expected around the 15th of December.

AGENDA ITEM

11K

Howell Township
Waste Water Treatment Plant
Meeting: December 5, 2017 at 10:00

Attending: Jerry Livernois, Greg Tatara, Brent Kilpela, Jean Graham, and Jonathan Hohenstein

September & October 2017: Treatment is good at the plant.

UV Treatment: Clint has reviewed the proposed UV project from Glasco. Clint's main concern is that he has never heard of Glasco UV. Jerry says that the current system should last for a year. Jerry has not received any more bids on this project. Greg Tatara thinks the system should last quite a while if it is maintained properly. The operator should be able to see a gradual decline in fecal kill numbers indicating the system is not working properly and give time to get a replacement system installed.

Non-Potable Water: Jerry is still working on this issue. Greg thinks this is an important project that needs to be completed to help the plant run better.

Permit: Included in the new permit is a Mercury Minimization Plan requirement that Jerry will need to put into place. Jerry will need to track possible businesses like dentists and metal platers that could cause mercury problems.

Sludge Valves: Spicer has done nothing on this project in months, despite me asking several times. Greg will be taking this project over and moving this forward.

Breweries: Jerry was concerned about the possible new brewery going in on Mason Rd. Brewery discharges are very hard on sewer plants. I told him that there is no sewer out by the proposed brewery and the proposal included installing a septic system.

GIS: Greg thinks getting our collection system mapped will help the operator maintain the collection system and help the plant run better too. Greg will be putting together some documents to get some quotes on how much this would cost. Greg thinks this is a very important project.

Respectfully Submitted,
Jonathan Hohenstein

Wastewater Treatment

- A total of 7.212 million gallons of wastewater was received and treated through the wastewater treatment facility during the month of September, 2017.
- Total daily effluent flows averaged 0.240 MGD, which is 32% of the design hydraulic capacity of the treatment facility. Total daily influent BOD load averaged 475 lbs/day, which is 33% of the design organic load.

Permit Parameter	Influent	Effluent	September Permit Limits
Carbonaceous BOD (mg/L)	183 mg/L	NA	Max. 7 Day Avg: NA mg/l
		1.8	Max 30 Day Avg: 4.0 mg/L
		2.9	Max Daily: 10 mg/L
		4.1	Max 7 Day Avg: 63 lbs
		3.5	Max 30 Day Avg: 25 lbs
		NA	Min % Removal: NA %
Suspended Solids (mg/L)	271 mg/L	1.8	Max. 7 Day Avg: 30 mg/L
		1.3	Max 30 Day Avg: 20 mg/L
		3.5	Max 7 Day Avg: 190 lbs
		2.6	Max 30 Day Avg: 130 lbs
		N/A	Min % Removal: N/A
Total Phosphorus (mg/L)	7.80 mg/L	0.40	Max. Mo. Avg: 0.5 mg/L
		0.88	Max. Mon. Avg: 3.1 lbs
			Max lb/Month: NA lbs
			% Removal NA %
Ammonia Nitrogen (mg/L)	21.42 mg/L	<0.1	Max 30 Day Avg: 0.50 mg/l
		0.3	Max Daily: 2.0 mg/L
		0.2	Max 7 Day Avg: 13 lbs
		0.0	Max 30 Day Avg: 3.1 lbs
		N/A	% Removal NA %
Fecal Coliform (cts/100mL)	NA	1.6	Max 7 Day Avg: 400 cts/100 ml
		1.6	Max 30 Day Avg: 200 cts/100 ml
Dissolved Oxygen (mg/L)	NA	7.78	Daily Min: 5.0 mg/L
pH (standard units)	7.19	6.64	Daily Min: 6.5 su
		7.17	Daily Max: 9.0 su

Regulatory Matters

The Discharge Monitoring Report (DMR) has been electronically submitted to the Michigan Department of Environmental Quality.

Health and Safety

- No accidents occurred in September.

Treatment Plant Issues

Collection System Issues

- 162 requests for Miss Dig in September.
- Took delivery of new Trans West Lift Station

Maintenance

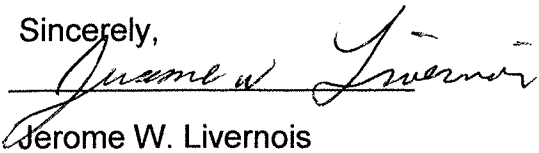
- 29 work orders were completed in September.

Land Application Program

- No biosolids were hauled from the facility in September, 2017.

Thank you again for the opportunity to serve Howell Township. Please feel free to contact me at any time if you have any questions or concerns.

Sincerely,



Jerome W. Livernois

Facility Manager

1.517.719.7486

Jerome.livernois@stservices.com

Wastewater Treatment

- A total of 8.827 million gallons of wastewater was received and treated through the wastewater treatment facility during the month of October, 2017.
- Total daily effluent flows averaged 0.285 MGD, which is 38% of the design hydraulic capacity of the treatment facility. Total daily influent BOD load averaged 453 lbs/day, which is 32% of the design organic load.

Permit Parameter	Influent	Effluent	October Permit Limits
Carbonaceous BOD (mg/L)	187 mg/L	NA	Max. 7 Day Avg: NA mg/l
		2.0	Max 30 Day Avg: 4.0 mg/L
		3.7	Max Daily: 10 mg/L
		5.8	Max 7 Day Avg: 63 lbs
		4.5	Max 30 Day Avg: 25 lbs
		NA	Min % Removal: NA %
Suspended Solids (mg/L)	300 mg/L	3.6	Max. 7 Day Avg: 30 mg/L
		2.2	Max 30 Day Avg: 20 mg/L
		7.3	Max 7 Day Avg: 190 lbs
		5.0	Max 30 Day Avg: 130 lbs
		N/A	Min % Removal: N/A
Total Phosphorus (mg/L)	4.90 mg/L	0.36	Max. Mo. Avg: 0.5 mg/L
		0.95	Max. Mon. Avg: 3.1 lbs
			Max lb/Month: NA lbs
			% Removal NA %
Ammonia Nitrogen (mg/L)	27.10 mg/L	0.1	Max 30 Day Avg: 0.50 mg/l
		0.4	Max Daily: 2.0 mg/L
		0.3	Max 7 Day Avg: 13 lbs
		0.1	Max 30 Day Avg: 3.1 lbs
		N/A	% Removal NA %
Fecal Coliform (cts/100mL)	NA	25.4	Max 7 Day Avg: 400 cts/100 ml
		12.2	Max 30 Day Avg: 200 cts/100 ml
Dissolved Oxygen (mg/L)	NA	7.87	Daily Min: 5.0 mg/L
pH (standard units)	6.98	6.63	Daily Min: 6.5 su
		7.33	Daily Max: 9.0 su

Regulatory Matters

The Discharge Monitoring Report (DMR) has been electronically submitted to the Michigan Department of Environmental Quality.

Annual Biosolids Report has been electronically submitted to the Michigan Department of Environmental Quality.

Collected and sent the quarterly mercury sample to KAR Laboratories. Results again showed no detectable Mercury.

Health and Safety

- No accidents occurred in October.

Treatment Plant Issues

- #1 and #3 RAS pumps removed due to mechanical seal failures. Parts are on order for repair.

Collection System Issues

- 162 requests for Miss Dig in October.
- From October 9th thru the 13th, Holzer Electric, the Waldorf Brothers and Kennedy Industries removed, replaced and started up the old pump station with the new submersible pump station at Trans West industrial Park.
- #1 pump at the Grand River pump station suffered a break down due to the loss of DC power to the control circuit. Smith and Loveless no longer makes OEM replacement parts for this and a new circuit had to be constructed using off the shelve components. The pump has been returned to operation.
- It was discovered that the PLC for the Lambert RD. lift station had an internal error that required only for it to be rebooted.
- The communication card for the PLC at the Tooley rd. lift station failed and was replaced by Kennedy industries. This should have been a warranty issue.

Maintenance

- 29 work orders were completed in October.

Land Application Program

- No biosolids were hauled from the facility in October, 2017.

Howell Township Wastewater Treatment Plant & Lift Stations
 NPDES Permit Number MI0055727

Recommended High Priority Project Report
 October-17

Project	Description of Problem	Recommended Solution	Estimated Cost	Recommended Target Date	Status	Notes
Trans West Lift Station	Lift station is in poor condition. This station is critical to the system and has a high risk of failure due to equipment age. Expect high repair costs on annual basis until replaced.	Convert existing above ground vacuum primed lift station to submerged pump configuration.	budgeted cost of \$125,000.00	Work commenced on October 9th.	Work completed on October 13th	New lift station with the addition of an external isolation valve was completed on October 13th. The KISM web based monitoring system was also started and became operational on the same day. Adjustments to set points will continue for several weeks until the optimum operating band is found.
Biolac Diffuser Replacement Project/ Biolac Maintenance Barge	Biolac diffusers/membranes should be routinely inspected and replaced on an as needed basis. Many of the diffusers are older than their 5-7 year expected life. Existing floatation raft that was provided with the plant is not adequate to mitigate the safety hazards associated with performing the activity in house. Without the correct equipment to access the diffusers with on site staff, a contractor will be needed to replace diffusers at a much higher one time cost.	Modification if the existing barge to allow safer and more efficient work platform	\$3,025.00	Late 2017	Pontoon Barge has been delivered to Tuft Welding in Howell Township to begin Modifications.	Though the barge should be completed before the fall of 2017, a launch and retrieval method is still being discussed. Also replacement parts for the diffusers will need to be purchased before diffuser repairs commence.
Replace lab ammonia/PH meter.	Meter is single channel and requires swapping out probes in order to conduct each test. Meter has become difficult to calibrate and often does not meet quality control standards	Replace with a dual channel meter.	\$1,650.00	Replaced June 2017	Replaced June 2017	Orion Dual Star Meter
Repair/Replace lab Fume hood.	Fume hood is required by OSHA when using chemicals and performing tests that can potentially off gas.	Have fume hood inspected and tested for proper flow.	\$10,500.00	June 2017	Repaired June 2017	Fume Hood was inspected and tested to show that it was indeed operating as should be. Cost was significantly less than the anticipated amount at \$211.00.

Howell Township Wastewater Treatment Plant & Lift Stations
 NPDES Permit Number M10055727

Recommended High Priority Project Report
 October-17

Project	Description of Problem	Recommended Solution	Estimated Cost	Recommended Target Date	Status	Notes
New UV Disinfection System	Current Disinfection system is now obsolete. Though replacement lamps and sleeves are still available, other components (ballasts, circuit boards and control equipment) are no longer manufactured.	Retrofit current system with an unprvred version that will fit into existing channel.	\$145,000.00 - \$190,000.00 depending on the number of modules.	Can be completed 16 weeks after approved submittals	TBD	Howell has 6 UV modules each with 28 lamps. These are UltraTech Terminator. Modules are 20 years old. There are no controls and no cleaning. The technology, low pressure standard output UV lamps, are no longer used. The channel is 20" and there are no commercially available systems to fit the footprint.
Repair/ Replace #1 plant recycle pump	All plant drains and recirculated water flow to a basin that must be pumped back to the plant headworks. Currently only one of those two pumps is operational	Repair or Replace	\$2,200.00 to Replace	TBD	TBD	The pump is damaged beyond repair. Replacement options are being explored. Ideally the replacement pump should have a better performance curve than what has been and is currently in service.
Non Potable Water System Improvement	The plant nonpotable water system does not work. Existing system will not function as intended. Nonpotable system is needed for wash down water at individual plant processes, to maintain good housekeeping, and to provide water for the grit removal and solids screening units.	Engineer to design new system	Unknown	TBD	TBD	Recent breakdown and repair of the influent microstrainer suggests that the system is more critical to component life expectancy than initially thought. Currently two options are being looked at as a solution. 1.) Cross connect the system with the city water supply using proper backflow prevention. 2.) Installation of some type of priming system to allow the current pumps to operate.
Replace Blower #4 Motor	Plant design and construction was approved with four operational Blowers. Currently one of the blowers has no motor.	Purchase and Install Motor.	\$11,160.00	TBD	TBD	This motor was removed in order to replace a defective motor on the #1 blower some years ago. This motor has not been replaced since the three remaining blowers have been adequate. However the design of the plant intended for there to be four blowers and by state requirements all eqjment is to be maintained operational.
Complete rehabilitation of the Sand Filter System	The plant sand filters are critical to maintaining the phosphorus limits set forth in our operating permit and allow for the proper operation of the disinfection system. Currently there are only two of the five filter cells that are complete and operational.	Refurbishment should be considered or longevity of the plant.	\$200,000.00 - \$300,000.00	TBD	TBD	Currently three of the five cells can be made to work by cross connecting controls from one to control panels of another. Also, ther has been a substantial amount of sand lost over the yeares that shouyld be replaced.

Howell Township Wastewater Treatment Plant & Lift Stations
 NPDES Permit Number MI0055727

Recommended High Priority Project Report
 October-17

Project	Description of Problem	Recommended Solution	Estimated Cost	Recommended Target Date	Status	Notes
Complete rehabilitation of the final clarifiers.	<p>These components are critical to the operation of the facility. Environmental compliance cannot be maintained without these in proper operation. Though currently there performance is considered adequate their condition is poor due to age.</p>	Complete refurbishment	\$240,000.00	TBD	TBD	Critical to plant operations. Will become a higher priority if plant flows increase and plant ages.

AGENDA ITEM

14

Howell Township
Invoice and Check Registers

As of 12/6/2017

12/05/2017 03:55 PM
 User: BRENT KIPELA
 DB: Howell Twp

Inv Num	Vendor Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	GL Distribution	Entered By					Post Date
517548561910	AT&T	10/28/2017	11/16/2017	80.88	0.00	Paid	Y
15973	517 548-5619 FOR NOVEMBER 2017	BRENT KIPELA					11/09/2017
	590-442-850.00	WWTP TELEPHONE EXPENSE		80.88			
88467	TRUE VALUE HARDWARE	11/01/2017	11/15/2017	13.08	0.00	Paid	Y
15974	HOLE SAW, SNAP IN KNOCK OUT	BRENT KIPELA					11/09/2017
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		13.08			
88542	TRUE VALUE HARDWARE	11/06/2017	11/15/2017	7.99	0.00	Paid	Y
15975	SILICONE TAPE	BRENT KIPELA					11/09/2017
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		7.99			
88564	TRUE VALUE HARDWARE	11/07/2017	11/15/2017	18.37	0.00	Paid	Y
15976	EMT STRAP, NUT DRIVER	BRENT KIPELA					11/09/2017
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		18.37			
201271936470	CONSUMERS ENERGY	10/30/2017	11/21/2017	42.55	0.00	Paid	Y
15977	391 N BURKHART FOR NOVEMBER 2017	BRENT KIPELA					11/09/2017
	590-442-922.00	WWTP NATURAL GAS EXPENSE		42.55			
517548388810	AT&T	10/28/2017	11/16/2017	77.46	0.00	Paid	Y
15978	517 548-3888 FOR NOV 2017	BRENT KIPELA					11/09/2017
	590-442-850.00	WWTP TELEPHONE EXPENSE		77.46			
10/31/2017	DTE ENERGY	10/31/2017	11/22/2017	283.84	0.00	Paid	Y
15979	2571 OAK GROVE ROAD NOV 2017	BRENT KIPELA					11/09/2017
	590-442-920.00	WWTP ELECTRICITY EXPENSE		283.84			
11/1/2017	DTE ENERGY	11/01/2017	11/27/2017	70.10	0.00	Paid	Y
15980	391 N BURKHART NOV 2017	BRENT KIPELA					11/09/2017
	590-442-920.00	WWTP ELECTRICITY EXPENSE		70.10			
11/1/2017	DTE ENERGY	11/01/2017	11/27/2017	137.65	0.00	Paid	Y
15981	1009 N BURKHART NOV 2017	BRENT KIPELA					11/09/2017
	590-442-920.00	WWTP ELECTRICITY EXPENSE		137.65			
201182952586	CONSUMERS ENERGY	10/31/2017	11/27/2017	71.90	0.00	Paid	Y
15982	2571 OAKGROVE FOR NOV 2017	BRENT KIPELA					11/09/2017

12/05/2017 03:55 PM
 User: BRENT KILPELA
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
2058999515454	CONSUMERS ENERGY	10/30/2017	11/27/2017	64.02	0.00	Paid	Y
15983	1222 PACKARD DR NOV 2017	BRENT KILPELA					11/09/2017
	590-442-922.00	WWTP NATURAL GAS EXPENSE		64.02			
580932	KENNEDY INDUSTRIES INC	10/31/2017	11/30/2017	880.65	0.00	Paid	Y
15984	SERVICE CALL	BRENT KILPELA					11/09/2017
	590-442-801.00	WWTP CONTRACTED SVCS EXPENSE		880.65			
24860	SEVERN TRENT	11/01/2017	11/30/2017	23,478.15	0.00	Paid	Y
15985	WWTP MAINT. NOVEMBER 2017	BRENT KILPELA					11/09/2017
	590-442-801.00	WWTP CONTRACTED SVCS EXPENSE		23,478.15			
0001035698	MICHIGAN.COM	10/31/2017	11/20/2017	345.00	0.00	Paid	Y
15986	OCTOBER PUBLICATIONS	BRENT KILPELA					11/14/2017
	101-400-900.00	PLANNING PRINTING & PUBLICATION EXPENSE		140.00			
	101-412-900.00	BOARD OF APPEALS PRINTING & PUBLICITN EX		70.00			
	101-101-900.00	TWP BOARD PRINTING & PUBLICATION EXPENS		135.00			
102028	PRINTING SYSTEMS	11/10/2017	12/10/2017	300.00	0.00	Paid	Y
15987	ADA PRINTER BAGS	BRENT KILPELA					11/14/2017
	101-191-903.00	ELECTION ACCUVOTE SYS EXPENSE		300.00			
PA0034227	MICHIGAN.COM	11/09/2017	11/26/2017	214.20	0.00	Paid	Y
15988	ANNUAL SUBSCRIPTION	BRENT KILPELA					11/14/2017
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		214.20			
2806	COMPLETE OUTDOOR SERVICES, INC.	11/08/2017	11/23/2017	1,093.50	0.00	Paid	Y
15989	CEMETERY MAINT.	BRENT KILPELA					11/14/2017
	101-276-931.00	GROUNDS CARE & MAINT.		1,093.50			
11/06/2017	ACCIDENT FUND OF MICHIGAN	11/06/2017	12/01/2017	3,415.00	0.00	Paid	Y
15990	ANNUAL WORKERS COMP	BRENT KILPELA					11/14/2017
	101-265-822.00	TWP HALL INSURANCE & BOND EXPENSE		3,415.00			
11/08/2017	JULIUS DAUS III	11/08/2017	12/08/2017	70.09	0.00	Paid	Y
15991	ZONING MILEAGE	BRENT KILPELA					11/14/2017
	101-402-900.00	ZONING PRINTING & PUBLICATION EXP		70.09			

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

11/3/2017	LIVINGSTON COUNTY TREASURER	11/03/2017	12/03/2017	706.49	0.00	Paid	Y
	CHARGEBACKS	BRENT KILPELA					
	101-547-978.00	GEN FUND CHARGEBACK EXPENSE		410.24			11/14/2017
	204-547-978.00	ROAD FUND CHARGEBACK EXPENSE		296.25			

206344323218	CONSUMERS ENERGY	10/30/2017	11/22/2017	98.08	0.00	Paid	Y
15993	TWP HALL NOV 2017	BRENT KILPELA					
	101-265-922.00	TWP HALL NATURAL GAS EXPENSE		98.08			11/14/2017

4521	SHANER'S CUTTING EDGE, INC.	11/08/2017	11/14/2017	980.00	0.00	Paid	Y
15994	TRANSWEST GRADEWORK	BRENT KILPELA					
	590-000-150.00	SEWER FUND CONSTRUCTION IN PROGRESS		980.00			11/14/2017

11/7/2017	DTE ENERGY	11/07/2017	11/29/2017	248.25	0.00	Paid	Y
15995	1034 AUSTIN CT NOV 2017	BRENT KILPELA					
	590-442-920.00	WWTP ELECTRICITY EXPENSE		248.25			11/14/2017

11/7/2017	DTE ENERGY	11/07/2017	11/29/2017	375.40	0.00	Paid	Y
15996	1575 N BURKHART NOV 2017	BRENT KILPELA					
	590-442-920.00	WWTP ELECTRICITY EXPENSE		375.40			11/14/2017

11/7/2017	DTE ENERGY	11/07/2017	11/29/2017	4,300.59	0.00	Paid	Y
15997	1222 PACARD DR NOV 2017	BRENT KILPELA					
	590-442-920.00	WWTP ELECTRICITY EXPENSE		4,300.59			11/14/2017

11/07/2017	DTE ENERGY	11/07/2017	11/29/2017	306.54	0.00	Paid	Y
15998	2559 W GRAND RIVER NOV 2017	BRENT KILPELA					
	590-442-920.00	WWTP ELECTRICITY EXPENSE		306.54			11/14/2017

11/7/2017	DTE ENERGY	11/07/2017	11/29/2017	140.34	0.00	Paid	Y
15999	3888 OAK GROVE NOV 2017	BRENT KILPELA					
	590-442-920.00	WWTP ELECTRICITY EXPENSE		140.34			11/14/2017

854006222	AT&T LONG DISTANCE	11/06/2017	12/06/2017	10.76	0.00	Paid	Y
16000	WWTP LONG DISTANCE	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		10.76			11/14/2017

User: BRENT KILPELA
 DB: Howell Twp

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

11/06/2017	DTE ENERGY	11/06/2017	11/28/2017	94.18	0.00	Paid	Y
16001	2700 TOOLEY NOV 2017	BRENT KILPELA					11/14/2017
	590-442-920.00	WWTW ELECTRICITY EXPENSE		94.18			

11/16/2017	HOWELL PUBLIC SCHOOLS	11/16/2017	11/16/2017	563.43	0.00	Paid	Y
16002	S2017 TAXES 11/1/17 - 11/15/17	BRENT KILPELA					11/16/2017
	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER		563.43			

11/16/2017	LIVINGSTON COUNTY TREASURER	11/16/2017	11/16/2017	1,364.86	0.00	Paid	Y
16003	S2017 TAXES 11/1/17 - 11/15/17	BRENT KILPELA					11/16/2017
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		1,364.86			

11/16/2017	HOWELL PUBLIC SCHOOLS	11/16/2017	11/16/2017	625.24	0.00	Paid	Y
16004	S2017 TAXES 11/1/17 - 11/16/17	BRENT KILPELA					11/16/2017
	703-000-225.01	TAX DUE TO HOWELL SCHLS OPER SUMMER		625.24			

11/16/17	LIVINGSTON COUNTY TREASURER	11/16/2017	11/16/2017	761.63	0.00	Paid	Y
16005	S2017 TAXES 11/1/17 - 11/15/17	BRENT KILPELA					11/16/2017
	703-000-228.00	TAX DUE TO COUNTY SUMMER		761.63			

11/16/2017	LIV EDUC SERVICE AGENCY	11/16/2017	11/16/2017	758.65	0.00	Paid	Y
16006	S2017 TAXES 11/1/17 - 11/15/17	BRENT KILPELA					11/16/2017
	703-000-227.00	TAX DUE TO LESEA SUMMER		758.65			

88782	TRUE VALUE HARDWARE	11/22/2017	12/15/2017	17.44	0.00	Paid	Y
16007	MARKERS	BRENT KILPELA					11/22/2017
	590-442-956.00	WWTW MISCELLANEOUS EXPENSE		17.44			

11/20/2017	USPS	11/22/2017	11/30/2017	1,500.00	0.00	Paid	Y
16008	POSTAGE FOR PERMIT #100	BRENT KILPELA					11/22/2017
	590-441-726.00	UTILITY BILLING POSTAGE EXPENSE		1,500.00			

88773	TRUE VALUE HARDWARE	11/21/2017	12/15/2017	9.99	0.00	Paid	Y
16009	CHINA BRUSH	BRENT KILPELA					11/22/2017
	590-442-956.00	WWTW MISCELLANEOUS EXPENSE		9.99			

517552195611	AT&T	11/13/2017	12/02/2017	55.44	0.00	Paid	Y
16010	517 552-1956 FOR DECEMBER 2017	BRENT KILPELA					11/22/2017

User: BRENT KILPELA
DB: Howell Twp

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

11/9/2017	DTE ENERGY	11/09/2017	12/02/2017	384.37	0.00	Paid	Y
16020	TWP HALL DECEMBER 2017	BRENT KILPELA					11/22/2017
	101-265-920.00	TWP HALL ELECTRICITY EXPENSE		384.37			

11/22/2017	LIV CO MUNIC CLERKS ASSOC	11/22/2017	12/07/2017	40.00	0.00	Paid	Y
16021	CLERK'S CHRISTMAS LUNCHEON	BRENT KILPELA					11/22/2017
	101-215-865.00	CLERK CONFERENCE EXPENSE		40.00			

S000751	PYRO HEATING COOLING	11/20/2017	11/28/2017	109.00	0.00	Paid	Y
16022	FURNACE MAINT. LOC 1	BRENT KILPELA					11/28/2017
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		109.00			

S000752	PYRO HEATING COOLING	11/20/2017	11/28/2017	109.00	0.00	Paid	Y
16023	FURNACE MAINT. LOC 2	BRENT KILPELA					11/28/2017
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		109.00			

S000753	PYRO HEATING COOLING	11/20/2017	11/28/2017	109.00	0.00	Paid	Y
16024	FURNACE MAINT. LOC 4	BRENT KILPELA					11/28/2017
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		109.00			

S000754	PYRO HEATING COOLING	11/20/2017	11/28/2017	109.00	0.00	Paid	Y
16025	FURNACE MAINT. LOC 5	BRENT KILPELA					11/28/2017
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		109.00			

S000755	PYRO HEATING COOLING	11/20/2017	11/28/2017	109.00	0.00	Paid	Y
16026	FURNACE MAINT. LOC 3	BRENT KILPELA					11/28/2017
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		109.00			

11/27/2017	MICHIGAN ASSOC OF MUNICIPAL CLKS	11/27/2017	11/28/2017	60.00	0.00	Paid	Y
16027	JEAN GRAHAM MEMBERSHIP	BRENT KILPELA					11/28/2017
	101-215-957.00	CLERK DUES & SUBSCRIPTION EXPENSE		60.00			

77584	MASTER MEDIA	11/07/2017	12/07/2017	18.89	0.00	Paid	Y
16028	STAMP	BRENT KILPELA					11/28/2017
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		18.89			

55979	MICRO WORKS COMPUTING, INC	11/14/2017	12/04/2017	829.50	0.00	Paid	Y
16029	EMAIL RENEWAL	BRENT KILPELA					11/28/2017

User: BRENT KILPELA
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
101-265-728.01	GL Distribution						
	TWP HALL IT SUPPORT EXPENSE			829.50			

000679760190	MUTUAL OF OMAHA INSURANCE COMPANY	11/28/2017	12/01/2017	177.50	0.00	Paid	Y
16030	TWP HALL LIFE INSURANCE	BRENT KILPELA					
	101-265-721.00	TWP HALL LIFE INSURANCE EXPENSE		177.50			11/28/2017

2146810	CARLISLE WORTMAN ASSOC, INC.	11/28/2017	12/05/2017	1,040.00	0.00	Paid	Y
16031	BD Bond Refund	BRENT KILPELA					
	101-000-203.00	BSP17-0001		1,040.00			11/28/2017

2146812	CARLISLE WORTMAN ASSOC, INC.	11/28/2017	12/05/2017	320.00	0.00	Paid	Y
16032	BD Bond Refund	BRENT KILPELA					
	101-000-203.00	BSP17-0005		320.00			11/28/2017

188683	SPICER GROUP	11/28/2017	12/05/2017	897.75	0.00	Paid	Y
16033	BD Bond Refund	BRENT KILPELA					
	101-000-203.00	BSP17-0005		897.75			11/28/2017

11/28/2017	MICHIGAN ASSESSOR ASSOCIATION	11/28/2017	11/28/2017	90.00	0.00	Paid	Y
16034	BRENT KILPELA MEMBERSHIP	BRENT KILPELA					
	101-209-957.00	ASSESSING DUES & SUBSCRIPTION EXPENSE		90.00			11/28/2017

11/14/2017	JONATHAN HOHENSTEIN	11/14/2017	11/28/2017	97.58	0.00	Paid	Y
16035	TREASURER MILEAGE	BRENT KILPELA					
	101-253-860.00	TREASURER MILEAGE & EXPENSES		53.92			11/28/2017
	101-265-860.00	TWP HALL MILEAGE & EXPENSES		43.66			

430070	USA BLUEBOOK	11/29/2017	12/30/2017	856.87	0.00	Paid	Y
16036	OMNISMART700 SERIES UPS (3)	BRENT KILPELA					
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		856.87			11/30/2017

INVINT00000053351	OFFICIAL PAYMENTS CORPORATION	10/31/2017	12/30/2017	8.00	0.00	Paid	Y
16037	ECHHECK RETURNS	BRENT KILPELA					
	590-441-728.00	UTILITY BILLING SOFTWARE SUPPORT EXP		8.00			11/30/2017

517540694711	AT&T	11/22/2017	12/15/2017	44.89	0.00	Paid	Y
16038	517 540-6947 FOR DECEMBER 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		44.89			11/30/2017

12/05/2017 03:55 PM
 User: BRENT KILPELA
 DB: Howell Twp

Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
517540695211	AT&T	11/22/2017	12/15/2017	43.79	0.00	Paid	Y 11/30/2017
16039	517 540-6952 FOR DECEMBER 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		43.79			
517540124111	AT&T	11/22/2017	12/15/2017	54.69	0.00	Paid	Y 11/30/2017
16040	517 540-1241 FOR DECEMBER 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		54.69			
517546349611	AT&T	11/22/2017	12/15/2017	275.97	0.00	Paid	Y 11/30/2017
16041	517 546-3496 FOR DECEMBER 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		275.97			
517540696311	AT&T	11/22/2017	02/15/2017	44.39	0.00	Paid	Y 11/30/2017
16042	517 540-6963 FOR DECEMBER 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		44.39			
517546516011	AT&T	11/22/2017	12/15/2017	56.78	0.00	Paid	Y 11/30/2017
16043	517 546-5160 FOR DECEMBER 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		56.78			
761-10087115	STATE OF MICHIGAN - DEQ	12/01/2017	12/31/2017	1,950.00	0.00	Paid	Y 12/01/2017
16044	ANNUAL PERMIT FEE MI0055727	BRENT KILPELA					
	590-442-966.00	WWTP STATE OF MICHIGAN EXPENSE		1,950.00			
12/4/2017	LIVINGSTON COUNTY TREASURER	12/04/2017	12/15/2017	107.50	0.00	Paid	Y 12/04/2017
16045	DOG LICENSES	BRENT KILPELA					
	701-000-238.00	TRUST DUE TO COUNTY DOG LICENSE		107.50			
88902	TRUE VALUE HARDWARE	12/04/2017	02/15/2017	8.49	0.00	Paid	Y 12/04/2017
16046	POLY DECK SCRUB	BRENT KILPELA					
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		8.49			
12/4/2017	LIV EDUC SERVICE AGENCY	12/04/2017	12/15/2017	2,166.07	0.00	Paid	Y 12/04/2017
16047	S2017 TAXES 11/16/17 - 11/30/17	BRENT KILPELA					
	703-000-227.00	TAX DUE TO LESA SUMMER		2,166.07			
12/4/2017	LIVINGSTON COUNTY TREASURER	12/04/2017	12/15/2017	2,173.65	0.00	Paid	Y 12/04/2017
16048	S2017 TAXES 11/16/17 - 11/30/17	BRENT KILPELA					

User: BRENT KILPELA
DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
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Inv Ref#	Description	Entered By	Post Date
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12/4/17	LIVINGSTON COUNTY TREASURER	BRENT KILPELA	12/04/2017	3,893.84	0.00	PAID	Y
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16049	S2017 TAXES 11/16/17 - 11/30/17	BRENT KILPELA	12/04/2017	3,893.84	0.00	PAID	Y
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12/4/2017	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		2,173.65	0.00	PAID	
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12/4/2017	HOWELL PUBLIC SCHOOLS	BRENT KILPELA	12/04/2017	2,629.30	0.00	PAID	Y
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16050	S2017 TAXES 11/16/17 - 11/30/17	BRENT KILPELA	12/04/2017	2,629.30	0.00	PAID	Y
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12/4/2017	703-000-225.01	TAX DUE TO HOWELL SCHLS OPER SUMMER		2,077.37	0.00	PAID	
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12/4/2017	HOWELL PUBLIC SCHOOLS	BRENT KILPELA	12/04/2017	2,077.37	0.00	PAID	Y
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16051	S2017 TAXES 11/16/17 - 11/30/17	BRENT KILPELA	12/04/2017	464.41	0.00	PAID	Y
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12/4/2017	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER		464.41	0.00	PAID	
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12/4/2017	HOWELL PUBLIC SCHOOLS	BRENT KILPELA	12/04/2017	381.08	0.00	PAID	Y
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16052	DPT OCT-NOV	BRENT KILPELA	12/04/2017	381.08	0.00	PAID	Y
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12/4/2017	701-000-225.01	TRUST DUE TO HOWELL SCHLS DEBT		86.79	0.00	PAID	
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12/4/2017	HOWELL AREA FIRE AUTHORITY	BRENT KILPELA	12/04/2017	86.79	0.00	PAID	Y
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16054	DPT OCT-NOV	BRENT KILPELA	12/04/2017	203.29	0.00	PAID	Y
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12/4/2017	701-000-234.00	TRUST DUE TO HOWELL FIRE AUTH		203.29	0.00	PAID	
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12/4/2017	LIV EDUC SERVICE AGENCY	BRENT KILPELA	12/04/2017	63.49	0.00	PAID	Y
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16055	DPT OCT-NOV	BRENT KILPELA	12/04/2017	63.49	0.00	PAID	Y
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12/4/2017	701-000-227.00	TRUST DUE TO IESA		63.49	0.00	PAID	
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12/4/2017	HOWELL CARNEGIE LIBRARY	BRENT KILPELA	12/04/2017	604.38	0.00	PAID	Y
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16056	DPT OCT-NOV	BRENT KILPELA	12/04/2017	604.38	0.00	PAID	Y
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12/4/2017	701-000-223.00	TRUST DUE TO HOWELL LIBRARY		604.38	0.00	PAID	
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12/4/2017	LIVINGSTON COUNTY TREASURER	BRENT KILPELA	12/04/2017	604.38	0.00	PAID	Y
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16057	DPT OCT-NOV	BRENT KILPELA	12/04/2017	604.38	0.00	PAID	Y
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12/4/2017	701-000-228.00	TRUST DUE TO COUNTY		604.38	0.00	PAID	
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12/05/2017 03:55 PM
 User: BRENT KILPELA
 DB: Howell Twp

Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
88910	TRUE VALUE HARDWARE	12/04/2017	12/15/2017	12.99	0.00	Paid	Y
16058	GAL PURPLE CLEANER 590-442-956.00	BRENT KILPELA WWTW MISCELLANEOUS EXPENSE		12.99			12/05/2017
517548388811							
16059	AT&T 517 548-3888 FOR DEC 2017 590-442-850.00	11/28/2017 BRENT KILPELA WWTW TELEPHONE EXPENSE	12/18/2017	83.88	0.00	Paid	Y
2017116895172							
16060	CONSUMERS ENERGY 391 N BURKHART DEC 2017 590-442-922.00	11/29/2017 BRENT KILPELA WWTW NATURAL GAS EXPENSE	12/22/2017	19.63	0.00	Paid	Y
150560912							
16061	AT&T WWTW INTERNET DEC 2017 590-442-850.00	11/19/2017 BRENT KILPELA WWTW TELEPHONE EXPENSE	12/09/2017	61.21	0.00	Paid	Y
4822394	U. S. BANK 2012A AGENT FEE 590-852-992.03	11/24/2017 BRENT KILPELA SEWER 8 BOND AGENT FEE EXPENSE	12/24/2017	100.00	0.00	Paid	Y
4822392	U. S. BANK 2012B AGENT FEE 590-853-991.02	11/24/2017 BRENT KILPELA SEWER 7 AGENT FEES	12/24/2017	100.00	0.00	Paid	Y
16063	U. S. BANK 2012C AGENT FEE 590-854-992.03	11/24/2017 BRENT KILPELA SEWER 11 BOND AGENT FEE EXPENSE	12/24/2017	100.00	0.00	Paid	Y
4822393	U. S. BANK 2012C AGENT FEE 590-854-992.03	11/24/2017 BRENT KILPELA SEWER 11 BOND AGENT FEE EXPENSE	12/24/2017	100.00	0.00	Paid	Y
006-48427	CUMMINS BRIDGEWAY, LLC REPLACE BLOCK HEATER 590-442-930.00	08/22/2017 BRENT KILPELA WWTW EQUIPMENT REPAIR EXPENSE	12/05/2017	144.77	0.00	Paid	Y
16065	CUMMINS BRIDGEWAY, LLC 2571 OAKGROVE PUMP STATION REPAIRS 590-442-930.00	08/25/2017 BRENT KILPELA WWTW EQUIPMENT REPAIR EXPENSE	12/05/2017	2,858.30	0.00	Paid	Y
006-48688	CUMMINS BRIDGEWAY, LLC 2571 OAKGROVE PUMP STATION REPAIRS 590-442-930.00	08/25/2017 BRENT KILPELA WWTW EQUIPMENT REPAIR EXPENSE	12/05/2017	2,858.30	0.00	Paid	Y
203852735754	CONSUMERS ENERGY 1222 PACKARD DR DEC 2017	11/29/2017 BRENT KILPELA	12/26/2017	568.09	0.00	Paid	Y

User: BRENT KILPELA
DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
202873790873	GL Distribution	Entered By					Post Date
16068	590-442-922.00	WWT NATURAL GAS EXPENSE		568.09			
16068	CONSUMERS ENERGY	11/29/2017	12/26/2017	67.95	0.00	Paid	Y
	2571 OAKGROVE DEC 2017	BRENT KILPELA					12/05/2017
	590-442-922.00	WWT NATURAL GAS EXPENSE		67.95			
715732	KARLABORATORIES, INC	11/07/2017	12/07/2017	225.00	0.00	Paid	Y
16069	MERCURY SAMPLING	BRENT KILPELA					12/05/2017
	590-442-801.00	WWT CONTRACTED SVCS EXPENSE		225.00			
36531	WALDORF & SONS	10/27/2017	12/05/2017	24,850.00	0.00	Paid	Y
16070	REMOVE OLD TRANSWEST LIFTSTATION	BRENT KILPELA					12/05/2017
	590-000-150.00	SEWER FUND CONSTRUCTION IN PROGRESS		24,850.00			
36530	WALDORF & SONS	10/27/2017	12/05/2017	8,746.00	0.00	Paid	Y
16071	BYPASS VALVE WORK	BRENT KILPELA					12/05/2017
	590-000-150.00	SEWER FUND CONSTRUCTION IN PROGRESS		8,746.00			

# of Invoices:	99	# Due:	0	Totals:	107,178.09	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 107,178.09 0.00

S. Arzoo
Checked Register 8/4

User: BRENT KILPELA
 DB: Howell Twp

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

---- TOTALS BY FUND ----

101 - GENERAL FUND					12,565.80	0.00		
204 - ROAD FUND					296.25	0.00		
590 - SEWER FUND					74,628.56	0.00		
701 - TRUST & AGENCY					2,673.44	0.00		
703 - TAX FUND					17,014.04	0.00		

---- TOTALS BY DEPT/ACTIVITY ----

000 - OTHER					56,521.23	0.00		
101 - TOWNSHIP BOARD					135.00	0.00		
191 - ELECTIONS					855.55	0.00		
209 - ASSESSING					90.00	0.00		
215 - CLERK					100.00	0.00		
253 - TREASURER					53.92	0.00		
265 - TOWNSHIP HALL					6,034.75	0.00		
276 - CEMETERY					1,093.50	0.00		
400 - PLANNING COMMISSION					1,395.00	0.00		
402 - ZONING ADMINISTRATION					70.09	0.00		
412 - BOARD OF APPEALS					70.00	0.00		
441 - UTILITY BILLING					1,508.00	0.00		
442 - WWTP					38,244.56	0.00		
547 - CHARGEBACKS					706.49	0.00		
852 - SEWER/WATER 8					100.00	0.00		
853 - SEWER 7					100.00	0.00		
854 - SEWER/WATER 11					100.00	0.00		

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
11/28/2017	GEN	101001448(E)	CINTAS CORPORATION #725	63.42
11/28/2017	GEN	101001449(E)	CONSUMERS ENERGY	98.08
11/28/2017	GEN	101001450(E)	DTE ENERGY	384.37
11/28/2017	GEN	101001451(E)	MICHIGAN.COM	345.00
11/28/2017	GEN	101001452(E)	MICRO WORKS COMPUTING, INC	829.50
11/28/2017	GEN	101001453(E)	MUTUAL OF OMAHA INSURANCE COMPANY	177.50
11/28/2017	GEN	101001454(E)	SPICER GROUP	897.75
11/28/2017	GEN	16851	ACCIDENT FUND OF MICHIGAN	3,415.00
11/28/2017	GEN	16852	CARLISLE WORTMAN ASSOC, INC.	2,615.00
11/28/2017	GEN	16853	COMPLETE OUTDOOR SERVICES, INC.	1,093.50
11/28/2017	GEN	16854	JULIUS DAUS III	70.09
11/28/2017	GEN	16855	JONATHAN HOHENSTEIN	97.58
11/28/2017	GEN	16856	LIV CO MUNIC CLERKS ASSOC	40.00
11/28/2017	GEN	16857	LIVINGSTON COUNTY CLERK	555.55
11/28/2017	GEN	16858	MICHIGAN.COM	214.20
11/28/2017	GEN	16859	MICHIGAN ASSESSOR ASSOCIATION	90.00
11/28/2017	GEN	16860	MICHIGAN ASSOC OF MUNICIPAL CLKS	60.00
11/28/2017	GEN	16861	MASTER MEDIA	264.02
11/28/2017	GEN	16862	PRINTING SYSTEMS	300.00
11/28/2017	GEN	16863	PYRO HEATING COOLING	545.00
11/28/2017	GEN	16864	LIVINGSTON COUNTY TREASURER	706.49
11/28/2017	GEN	16865	USPS	1,500.00

GEN TOTALS:

Total of 22 Checks:	14,362.05
Less 0 Void Checks:	0.00
Total of 22 Disbursements:	14,362.05

Bank T&A TRUST & AGENCY CHECKING

12/05/2017	T&A	3354	HOWELL AREA FIRE AUTHORITY	86.79
12/05/2017	T&A	3355	HOWELL CARNEGIE LIBRARY	63.49
12/05/2017	T&A	3356	HOWELL PUBLIC SCHOOLS	464.41
12/05/2017	T&A	3357	HOWELL PUBLIC SCHOOLS	381.08
12/05/2017	T&A	3358	LIV EDUC SERVICE AGENCY	203.29
12/05/2017	T&A	3359	LIVINGSTON COUNTY TREASURER	762.50
12/05/2017	T&A	3360	LIVINGSTON COUNTY TREASURER	107.50
12/05/2017	T&A	3361	LIVINGSTON COUNTY TREASURER	604.38

T&A TOTALS:

Total of 8 Checks:	2,673.44
Less 0 Void Checks:	0.00
Total of 8 Disbursements:	2,673.44

Bank TAX TAX CHECKING

11/16/2017	TAX	5048	HOWELL PUBLIC SCHOOLS	563.43
11/16/2017	TAX	5049	HOWELL PUBLIC SCHOOLS	625.24
11/16/2017	TAX	5050	LIV EDUC SERVICE AGENCY	758.65
11/16/2017	TAX	5051	LIVINGSTON COUNTY TREASURER	1,364.86
11/16/2017	TAX	5052	LIVINGSTON COUNTY TREASURER	761.63
12/04/2017	TAX	5053	HOWELL PUBLIC SCHOOLS	2,629.30
12/04/2017	TAX	5054	HOWELL PUBLIC SCHOOLS	2,077.37
12/04/2017	TAX	5055	LIV EDUC SERVICE AGENCY	2,166.07
12/04/2017	TAX	5056	LIVINGSTON COUNTY TREASURER	2,173.65
12/04/2017	TAX	5057	LIVINGSTON COUNTY TREASURER	3,893.84

TAX TOTALS:

Total of 10 Checks:	17,014.04
Less 0 Void Checks:	0.00
Total of 10 Disbursements:	17,014.04

Bank UTYCK UTILITY CHECKING

11/14/2017	UTYCK	2257	AT&T LONG DISTANCE	10.76
11/14/2017	UTYCK	2258	KENNEDY INDUSTRIES INC	880.65
11/14/2017	UTYCK	2259	SEVERN TRENT	23,478.15
11/14/2017	UTYCK	2260	SHANER'S CUTTING EDGE, INC.	980.00
11/14/2017	UTYCK	2261	TRUE VALUE HARDWARE	39.44
11/14/2017	UTYCK	590002422 (E)	AT&T	80.88
11/14/2017	UTYCK	590002423 (E)	AT&T	77.46
11/14/2017	UTYCK	590002424 (E)	CONSUMERS ENERGY	42.55
11/14/2017	UTYCK	590002425 (E)	CONSUMERS ENERGY	71.90

Check Date	Bank	Check	Vendor Name	Amount
11/14/2017	UTYCK	590002426(E)	CONSUMERS ENERGY	64.02
11/14/2017	UTYCK	590002427(E)	DTE ENERGY	283.84
11/14/2017	UTYCK	590002428(E)	DTE ENERGY	70.10
11/14/2017	UTYCK	590002429(E)	DTE ENERGY	137.65
11/14/2017	UTYCK	590002430(E)	DTE ENERGY	248.25
11/14/2017	UTYCK	590002431(E)	DTE ENERGY	375.40
11/14/2017	UTYCK	590002432(E)	DTE ENERGY	4,300.59
11/14/2017	UTYCK	590002433(E)	DTE ENERGY	306.54
11/14/2017	UTYCK	590002434(E)	DTE ENERGY	140.34
11/14/2017	UTYCK	590002435(E)	DTE ENERGY	94.18
12/05/2017	UTYCK	2262	CUMMINS BRIDGEWAY, LLC	3,003.07
12/05/2017	UTYCK	2263	STATE OF MICHIGAN - DEQ	1,950.00
12/05/2017	UTYCK	2264	KARLABORATORIES, INC	225.00
12/05/2017	UTYCK	2265	OFFICIAL PAYMENTS CORPORATION	8.00
12/05/2017	UTYCK	2266	TRUE VALUE HARDWARE	64.88
12/05/2017	UTYCK	2267	U. S. BANK	200.00
12/05/2017	UTYCK	2268	U. S. BANK	100.00
12/05/2017	UTYCK	2269	USA BLUEBOOK	856.87
12/05/2017	UTYCK	2270	WALDORF & SONS	33,596.00
12/05/2017	UTYCK	590002436(E)	AT&T	55.44
12/05/2017	UTYCK	590002437(E)	AT&T	44.89
12/05/2017	UTYCK	590002438(E)	AT&T	43.79
12/05/2017	UTYCK	590002439(E)	AT&T	54.69
12/05/2017	UTYCK	590002440(E)	AT&T	275.97
12/05/2017	UTYCK	590002441(E)	AT&T	44.39
12/05/2017	UTYCK	590002442(E)	AT&T	56.78
12/05/2017	UTYCK	590002443(E)	AT&T	83.88
12/05/2017	UTYCK	590002444(E)	AT&T	61.21
12/05/2017	UTYCK	590002445(E)	CONSUMERS ENERGY	19.63
12/05/2017	UTYCK	590002446(E)	CONSUMERS ENERGY	568.09
12/05/2017	UTYCK	590002447(E)	CONSUMERS ENERGY	67.95
12/05/2017	UTYCK	590002448(E)	DTE ENERGY	65.33

UTYCK TOTALS:

Total of 41 Checks:	73,128.56
Less 0 Void Checks:	0.00
Total of 41 Disbursements:	73,128.56

REPORT TOTALS:

Total of 81 Checks:	107,178.09
Less 0 Void Checks:	0.00
Total of 81 Disbursements:	107,178.09

Agrees with
 Invoice Register BK