

HOWELL TOWNSHIP BOARD MEETING  
3525 Byron Road  
Howell, MI 48855  
June 11, 2018  
6:30 P.M.

1. Call to Order:
2. Roll Call:           Mike Coddington       ( )                               Dar Howard       ( )  
                          Jean Graham           ( )                               Harold Melton   ( )  
                          Jonathan Hohenstein   ( )                              Sally Newstead  ( )  
                          Matthew Counts       ( )
3. Pledge of Allegiance
4. Call to the Board:
5. Approval of the Minutes:  
    A. 2018/2019 Budget Meeting May 14, 2018  
    B. Regular Board Meeting May 14, 2018  
    C. Closed Session Meeting May 14, 2018
6. Correspondence:
7. Call to the Public:
8. New Business:  
    A. Pay Raises  
    B. Additional Staff Discussion
9. Reports:  
    A. Supervisor       B. Treasurer       C. Clerk           D. Zoning  
    E. Assessing       F. Fire Authority  G. MHOG          H. Planning Commission  
    I. Z B A            J. WWTP           K. HAPRA
10. Call to the Public
11. Closed Meeting (Discussion on Township Properties)
12. Disbursements: Regular and Check Register
13. Adjournment

# AGENDA ITEM

5A

**HOWELL TOWNSHIP BOARD MEETING  
2017/2018 BUDGET MEETING  
MINUTES**

Howell Township Hall  
May 14 2018  
6:00. p.m.

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

Also present: Deputy Supervisor, Brent Kilpela

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

**PUBLIC HEARING:**

2018/2019BUDGET – **MOTION** by Hohenstein, seconded by Howard, **“TO OPEN THE PUBLIC HEARING FOR THE 2018/2019HOWELL TOWNSHIP BUDGET MEETING.”** Motion carried. The hearing opened at 6:01 p.m. Deputy Supervisor Kilpela went over the proposed budget revenues, appropriations and funds. He explained the amended budget, the activity in each category, the proposed budget and the proposed percentage change. Discussion followed and Kilpela answered questions from the Board.

**CALL TO THE PUBLIC:**

- Michael Tipton 552 Olde English Circle – gave kudos to Deputy Supervisor Kilpela on his work. He had a few questions and gave his interpretation of the budget. Mr. Tipton also commented about the Township Website.
- Alex Hansen, 3513 Amber Oaks – Asked if the equipment study was complete for the WWTP. (It was done and there are some concerns and we are working towards fixing those issues.) Also suggested installing solar panels for heating.

**BUDGET COMMITTEE RECOMMENDATION:**

Supervisor Coddington stated that it was the Budget Committee's Recommendation to accept the 2018/2019 Howell Township Budget as presented.

**CLOSE THE PUBLIC HEARING:**

**MOTION** by Hohenstein, seconded by Graham, **“TO CLOSE THE PUBLIC HEARING ON THE BUDGET MEETING.”** Discussion followed. Motion carried.

**ADJOURNMENT:**

**MOTION** by Howard, seconded by Counts, **“TO ADJOURN.”** Motion carried. The meeting adjourned 6:25 p.m.

**APPROVED:**

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

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

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

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

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

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

\_\_\_\_\_  
Debby Johnson,  
Howell Township Recording Secretary

# AGENDA ITEM

5B

## HOWELL TOWNSHIP BOARD REGULAR MEETING

### MINUTES

Howell Township Hall

May 14, 2018

6:30. p.m.

#### MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Dar Howard	Trustee
Harold Melton	Trustee
Sally Newstead	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 Hohenstein, seconded by Howard, **“TO APPROVE THE MAY 14, 2018 AGENDA AS AMENDED: ADD APRIL 24<sup>TH</sup> PLANNING COMMISSION MEETING CLOSED SESSION.”**

Motion carried.

#### APPROVAL OF MINUTES:

**MOTION** by Hohenstein, seconded by Graham, **“TO APPROVE THE APRIL 9, 2018 MEETING MINUTES AS PRESENTED.** Motion carried. (See April 9, 2018 Meeting Minutes)

**MOTION** Counts, seconded by Hohenstein, **“TO APPROVE THE APRIL 9, 2018 CLOSED SESSION MEETING MINUTES AS PRESENTED.”** Motion carried.

#### CORRESPONDENCE:

No additons.

#### CALL TO THE PUBLIC:

- Judith Minton, 552 Olde English Cir. – Reported on preparations for the upcoming Township Spring Clean-Up. Signs on the event have been getting rotating throughout the community. Kroger’s have graciously donated towards snacks for the event. There are several volunteers signed up to work. Clerk Graham added that someone has offered to provide lunch.
- Maureen Wright from LACASA – Stated that LACASA is a 501c3 that has been providing services in Livingston County for over 35 years. Some of their services include protection for victims of child abuse, neglect and domestic violence, as well as education against these types of abuse and violence. They have outgrown their building and are looking at having a mobile office in the parking lot. Because LACASA is a non-profit, she is requesting that the Township waive the application fee and the Temporary Use Permit. (It was the consensus of the Board to get back to her as there is a need to look into what the previous policy has been on waiving fees.)

#### UNFINISHED BUSINESS:

A. G2G CLOUD SOLUTIONS (Credit Card Solution for Howell Township)

- Jim Taylor, from Oakland County explained that several other governmental offices are using G2G. This is a service to allow residents to pay with a credit card at the counter. He explained the services that G2G will provide for the Township.

- Treasurer Hohenstein stated that a G2G representative came to the office and gave a presentation on how the system will work. Treasurer Hohenstein also stated that the Township already has a credit card system that can be used on line that works very well. The G2G program will be used for counter payments only. Several residents have been asking for the option to be able to make credit card payments. Treasurer Hohenstein has talked with other offices that are using G2G and has not heard of any negative comments. The Township will not pay any fees to use the system; it is the people who use their credit cards that will incur the fees.
- **MOTION** by Melton, seconded by Howard, **“TO ENTER INTO G2G RESOLUTION.”** Discussion followed. Motion carried.

B. G2G RESOLUTION

- **MOTION** by Hohenstein, seconded by Howard, **“TO ACCEPT RESOLUTION #05.18.442, A RESOLUTION TO APPROVE AN AGREEMENT FOR I.T. SERVICES BETWEEN HOWELL TOWNSHIP AND THE G2G CLOUD SOLUTIONS.”** Discussion followed. A roll-call vote was taken: Melton – yes, Coddington – yes, Graham – yes, Howard – yes, Newstead – yes, Counts – yes, Hohenstein – yes. Motion carries 7 to 0.

C. BREWER MEADOWS, PUD APPROVAL

- Brent LaVanway from Boss Engineering along with property owner Michael Furnari and Bob Halso from Tiburon Fairview, explained the project for Brewer Meadows, LLC to go in on the west side of Brewer Road. This was a Township owned property but was purchased by Michael Furnari in 2014. They received their Preliminary PUD approval in 2015. The Planning Commission in April gave their recommendation to the Board for Final PUD approval. The project has a total of 111 units to be constructed in 3 phases. They have received their MPEQ approval for their wetlands. They have also been working with other required governmental agencies. They are seeking the Board's approval for their Final PUD. There are some contingences from the Planning Commission that they are working on to bring them into compliance.
- Bob Halso gave some history on getting the project started.
- Because there are new members on the Board from when the financial agreement was signed Supervisor Coddington explained the original agreement is still valid but because of time lapses with some of the agreement, there is a need to review this agreement to make sure everything is complete and up to date.
- Questions were taken from the Board.
- **MOTION** by Counts, seconded by Hohenstein, **“TO APPROVE BREWER MEADOWS’ FINAL SITE PLAN PUD AS RECOMMENDED FROM THE PLANNING COMMISSION, PENDING ALL FINAL APPROVALS FROM REGULATING AUTHORITIES INCLUDING MHOG, ENGINEER’S REPORT, PLANNER’S REPORT, DRAIN AND ROAD COMMISSIONS’ REPORTS AND PENDING THE FINAL OUTCOME FROM THE ROAD DISCUSSION.”** Discussion followed. A roll-call vote was taken: Newstead – yes, Hohenstein – yes, Melton – yes, Counts – yes, Graham – yes, Howard – yes, Coddington – yes. Motion carries 7 to 0.

**NEW BUSINESS:**

A) SEAL COATING HOWELL TOWNSHIP PARKING LOT – BIDS

- Treasurer Hohenstein reported that several companies have submitted bids to repair cracks, seal and re-strip the parking lot.
- **MOTION** by Howard, seconded by Melton, **“TO APPROVE THE BID FROM J. C. PEARON & SONS CONTRACTING, LLC FOR THE REPAIRS TO THE TOWNSHIP HALL PARKING LOT.”** Discussion followed. Motion carried.

B) RESOLUTION ADOPTING A GENERAL APPROPRIATIONS ACT

- **MOTION** by Hohenstein, seconded by Counts, **“TO ACCEPT RESOLUTION #05.18.443, A RESOLUTION ADOPTING A GENERAL APPROPRIATIONS ACT.”** Discussion followed. A roll-call vote was taken: Counts – yes, Graham – yes, Coddington - yes, Melton – yes, Howard – yes, Hohenstein – yes, Newstead – yes. Motion carries 7 to 0.

C) WASTE WATER TREATMENT PLANT

- Treasurer Hohenstein reported that are some issues that need approval.
  - 1) Sand Filters: Explained there are filters that need to be repaired and the different options that have been submitted for these repairs. **MOTION** by Hohenstein, seconded by Graham, **“TO ACCEPT PARKSON’S BID TO REHABILITATE THREE OF THE SAND FILTERS NOT TO EXCEED \$120,000.”** Discussion followed. Motion carries.
  - 2) Chemical Storage Cabinets: The current storage cabinets were previously painted but the type of chemicals that are being stored are still destroying the cabinets. The cabinets were not made to house these types of chemicals. It is proposed to purchase 3 chemical cabinets. Only 1 bid has been submitted. It is the consensus of the Board to try and get more bids or other options to purchase chemical cabinets.
  - 3) Loss of light: This is a safety issue. Repairs had to be made immediately. **MOTION** by Hohenstein, seconded by Melton, **“TO ACCEPT THE WORK THAT HAS ALREADY BEEN DONE FOR \$2,500.00 TO REPAIR LIGHTS AT THE WWTP.”** Discussion followed. Motion carried.
- Other issues:
  - 1) For information: The Waste Water Treatment Plant received its State Permit to discharge into the Shiawassee River. Inframark who runs the WWTP will be submitting a bid for the cost of certain mandated testing. It is recommended to have our legal counsel review this.
  - 2) Manhole on Brewer Road: It was discovered that the manhole at Brewer Road has sunk and is a lot lower than it should be therefore causing the lines not to work properly. It is the consensus of the Board to allow the WWTP Committee to move forward to have this issue resolved.

**RPORTS:**

A. SUPERVISOR:

(Supervisor Coddington reported on the following item)

- Has been working with Brewer Meadows.

B. TREASURER:

(Treasurer Hohenstein reported on the following item)

- There is a concern of when we do get the credit card service implemented in the office, what do we do when there is no one from the treasury department in the office? We can't cross train anyone from the clerk's department because of rules that prohibit the clerk's and treasury department crossing each other's lines. Most of the time someone from the treasury department is here but that is not always possible. To hire someone is not feasible because it will not



happen that often plus which department do you put them under and not cross department lines. One solution is to have a sign that states "we are unable to take credit card payments at this time". There will be a study to see how often this happens.

C. CLERK:

(Clerk Graham reported on the following items)

- The insurance company will be coming out to look at equipment, furniture, computers, etc. and update the list that we are insured for.
- A collection agency has been contacted about the one business that has not paid their 2018 Business License yet. The cost of the agency to handle this will be 50% of the collected amount, since it is under \$1,000. It was the consensus of the Board to first send a letter before handing over to the collection agency informing them that we have done so. Give them two weeks to respond with payment. It was also recommended to contact the Zoning Administrator to see if he has contacted this same business about cleaning up area around their building.

D. ZONING:

(Prepared by Zoning Administrator Daus)

- See report.

E. ASSESSING:

(Prepared by Assessor Kilpela)

- See report.

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- The fire truck is back.
- The Fire Authority has received a grant from Fire House Subs.
- Received a FEMA grant for the Special Response Unit.
- Paid bills.
- The new building addition is proceeding forward. It is narrowed down to two builders

G. MHOG:

(Trustee Howard reported on the following items)

- Working towards getting the water tower repainted. Having issues with T-Mobile getting to temporarily remove their equipment so the tower can be painted.
- There is an Issue with one of the pump stations. In order to add the required chlorine, it will be necessary to have dirt excavated.
- The Cross County Easement is close to being finished.
- Paid bills.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- Brewer Meadows received their recommendation to the Board for Final PUD approval
- North Winds Investment for their preliminary site plan approval for an addition to their existing building.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Howard reported on the following item)

- North Winds Investment was approved for two variances for their parking lot, to allow for trucks to be able to turn around.

J. WEBSITE:

(Trustee Counts reported on the following item)

- Nothing new to report.
- Since the website is up and running well, it was the consensus of the Board to remove this item from the Reports section of the agenda.

K. WWTP:

(Treasurer Hohenstein reported on the following item)

- See item 9C under New Business.

L. HAPRA:

(Clerk Graham reported on the following item)

- Working on the 5 year plan.

**CALL TO PUBLIC:**

- John Mills 1750 Oak Grove – 1) asked the Treasurer what hours he works. (Tuesdays and Thursdays) 2) Suggested that a document on Howell Township Water/Sewer be created. 3) Inquired about noise ordinances. Has concerns about the noise large trucks create from using their exhaust breaks. (It was suggested that he contact Howell City since those trucks are breaking within the City limits.) 3) Inquired if any Board member meets with the Livingston County Road Commission about the multiple housing projects going in and if the roads can handle the traffic. (We do not meet with their Board. They will require a traffic study be done where there is a traffic problem.) 4) Wanted to know if the Board approved the bid for the chemical cabinets talked about earlier. (No the Board did not approve that bid, they will look into getting more bids.) He suggested a Tote cabinet. Farmers use these totes for their chemicals but not sure if it is recommended for the types of chemicals used at the WWTP.

**CLOSED SESSION:**

A) Discussion on Township Properties

B) Planning Commission's Closed Session

- **MOTION** by Graham, seconded by Hohenstein, **"TO ENTER INTO CLOSED SESSION AT 7:58 P.M."** A roll-call vote was taken: Coddington – yes, Counts – yes, Newstead – yes, Graham – yes, Hohenstein – yes, Melton – yes, Howard – yes. Motion carries 7 to 0.

**RE-ENTER REGULAR SESSION:**

- **MOTION** by Howard, seconded by Counts, **"TO ENTER INTO REGULAR SESSION AT 8:15 P.M."** Motion carried.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Counts, seconded by Howard, **"TO APPROVE THE REGULAR DISBURSEMENTS THROUGH MAY 9, 2018 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carried.

**ADJOURNMENT: MOTION** by Counts, seconded by Hohenstein, **"TO ADJOURN."** Motion carried. The meeting adjourned 8:16 p.m.

**APPROVED:**

As Presented: \_\_\_\_\_  
Jean Graham  
Howell Township Clerk

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

As Corrected: \_\_\_\_\_  
Mike Coddington  
Howell Township Supervisor

Dated \_\_\_\_\_  
Debby Johnson  
Recording Secretary

# AGENDA ITEM

9D

**ADDRESS ASSIGNMENT**

Permit #	Contractor	Job Address	Fee Total
PA18-005	WESTDALE DEVELOPMENT L	3110 OAK GROVE ROAD	\$25.00
<b>Work Description:</b> SOUTH OF BARRON ROAD ON THE EAST SIDE OF OAK GROVE ROAD. BETWEEN OAK GROVE MEADOWS BLVD. AND CASTLEWOOD DR.			
PA18-006	WESTDALE DEVELOPMENT L	3160 OAK GROVE ROAD	\$25.00
<b>Work Description:</b> SOUTH OF BARRON ROAD ON THE EAST SIDE OF OAK GROVE ROAD. ON THE CONNER OF OAK GROVE ROAD AND OAK GROVE MEADOWS BLVD.			
PA18-007	WESTDALE DEVELOPMENT L	40 GROVE MEADOWS BLVD	\$25.00
<b>Work Description:</b> SOUTH OF BARRON ROAD AND EAST OF OAK GROVE ROAD ON THE SOUTH SIDE OF OAK GROVE MEADOWS BLVD.			
PA18-008	MACDERMOTT ALICE	4040 CRANDALL	\$25.00
<b>Work Description:</b>			
PA18-009	KULIG ROBERT W	1235 FOX HILLS DR	\$25.00
<b>Work Description:</b> FOX HILLS DRIVE IS SOUTH OF GRAND RIVER WEST OF SLEAFORD ROAD IN THE FOX HILLS SUBDIVISION LOT #1			

**Total Permits For Type: 5**  
**Total Fees For Type: \$125.00**

**Residential Land Use**

Permit #	Contractor	Job Address	Fee Total
P18-035	HUFF CAROLYN J	98 HENDERSON	\$20.00
<b>Work Description:</b> ADDING A 16 KW GENERATOR AND SWITH GEAR.			
P18-036	STANLEY MATTHEW AND JEN	3529 AMBER OAKS DRIVE	\$50.00
<b>Work Description:</b> 538 SQ FT DECK ON REAR OF HOUSE			
P18-037	BARKER CHRISTOPHER & JULI	336 KEENEN CT	\$50.00
<b>Work Description:</b> ADDING A 12 X 24 DECK ON THE BACK OF THE HOME			
P18-038	IRWIN SHAWN AND WIEDBUS	3695 WESCOTT CT	\$50.00
<b>Work Description:</b> ADDING FENCE ALONG ONE SIDE AND TO BACK OF HOUSE.			
P18-039	HETZLER CRAIG AND JESSICA	3688 AMBER OAKS DRIVE	\$50.00
<b>Work Description:</b> 6 FT VINYL PRIVACY FENCE			

P18-040	MACDERMOTT ALICE	4040 CRANDALL	\$75.00
<b>Work Description:</b> 2,248 SQ FT SINGLE STORY HOME ON A FULL BASEMENT WITH A 3 CAR ATTACHED GARAGE.			
P18-041	CARLSON KIRK AND SHANNO	2001 LAYTON	\$75.00
<b>Work Description:</b> 1152 SQ FT RANCH HOME ON A FULL, PART FINISHED WALK OUT BASEMENT AN ATTACHED GARAGE.			
P18-042	GOERS STEVEN & SARAH	3525 AMBER OAKS DRIVE	\$50.00
<b>Work Description:</b>			
P18-043	STUTESMAN STEPHEN J	2400 TOOLEY	\$50.00
<b>Work Description:</b> 16 X 23 DECK AT GROUND LEVEL ON NORTH SIDE OF HOUSE.			
P18-044	LANTERMANN FRANK AND A	2198 W BARRON	\$50.00
<b>Work Description:</b> INSTALL 28 SOLAR PANELS TO THE ROOF OF HOME			
P18-045	THOMPSON THOMAS R	3186 W MARR	\$75.00
<b>Work Description:</b> 16 FT X 32 FT EQUIPMENT SHED, POLE CONSTRUCTION.			
P18-046	BIRCH ERIC	351 SUNBURY DRIVE	\$50.00
<b>Work Description:</b> FENCE IN REAR YARD 1 FOOT OFF OF SIDE LOT LINE 8 FOOT OFF OF REAR LINE.			
P18-047	WRIGHT DONALD AND EGBE	3711 WESCOTT CT	\$50.00
<b>Work Description:</b> BLACK CHAIN LINK FENCE ON SOUTH PROPERTY LINE			
P18-048	MASTERS JAMESON & KRISTIN	347 SUNBURY DRIVE	\$50.00
<b>Work Description:</b> WOOD FENCE IN REAR YARD OF HOME			

**Total Permits For Type: 14**  
**Total Fees For Type: \$745.00**

## Sewer Connection

Permit #	Contractor	Job Address	Fee Total
PWS18-013	THERMOGAS CO	645 E HIGHLAND	\$4,830.00
<b>Work Description:</b>			
PWS18-016	BULLINGER ERIC A	3890 OAK GROVE RD	\$0.00
<b>Work Description:</b>			
PWS18-017	HOWELL 59 LLC	433 E HIGHLAND	\$4,830.00
<b>Work Description:</b> APPLICANT HAS 2 REU'S. AFTER SPEAKING WITH PHIL WESTMORELAND (SPICER ENGINEERING) AGREED APPLICANT WOULD ONLY NEED 1 REU FOR GAS STATION. APPLICANT UNDERSTANDS THAT IN THE FUTURE IF EXPANSION HE WILL HAVE TO PAY A SECOND CONNECTION FEE AT THE CURRENT CONNECTION FEE RATE.			

Total Permits For Type: 3

Total Fees For Type: \$9,660.00

## Water Connection

Permit #	Contractor	Job Address	Fee Total
PWS18-014	THERMOGAS CO	645 E HIGHLAND	\$4,830.00
Work Description:			
PWS18-015	BULLINGER ERIC A	3890 OAK GROVE RD	\$4,830.00
Work Description:			

Total Permits For Type: 2

Total Fees For Type: \$9,660.00

## Report Summary

Population: All Records

Permit.DateIssued Between  
5/1/2018 12:00:00 AM AND  
5/31/2018 11:59:59 PM

Grand Total Fees: \$20,190.0

Grand Total Permits: 24

# AGENDA ITEM

9E



## **Monthly Activity Report for May 2018 – Assessing Dept/Brent Kilpela**

### **MTT UPDATE:**

**No Appeals at this time.**

### **SMALL CLAIMS TRIBUNAL:**

**William Cheek v Howell Township:** Decision expected in July.

### **ASSESSING OFFICE:**

**ASSESSOR:** The installation and conversion to the new cost manual went well. There were only three discrepancies in the residential class and one calculation issue in the commercial class. Overall this was much better than expected. Letters have been sent out to home owners in section 23 as a courtesy to let them know that their property is included in this year's study for fieldwork. The fieldwork will start the first part of June. The new system for gathering deeds from the County seems to be a large improvement over the old one. No issues with it so far. July Board of Review is right around the corner.

**JOE DAUS, FIELD INSPECTOR:** Sketching and doing the fieldwork on all new construction.

**OTHER:** Assisting Treasury with their credit card implementation. Continuing to work on the dissolution of Fund 590 & 591 in preparation for the new budget year. Preparing for the audit of the 2017-2018 fiscal year.

# AGENDA ITEM

9H

HOWELL TOWNSHIP PLANNING COMMISSION

Howell Township Hall

May 22, 2018

6:30 p.m.

**MEMBERS PRESENT:**

Andrew Sloan Chairman  
Mark Freude Vice Chairman  
Wayne Williams Secretary  
Matthew Counts Board Rep.  
Carolyn Henry Commissioner  
Peter Manwiller Commissioner

**MEMBERS ABSENT:**

Martha Haglund Commissioner

Also in attendance: Zoning Administrator Joe Daus  
Township Planner Paul Montagnano

Chairman Sloan 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 Henry, seconded by Freude, **“TO APPROVE THE MAY 22, 2018 AGENDA AS AMENDED: MOVE ITEMS 12 B & C AROUND, UNDER OTHER BUSINESS: ADD SCHEDULE PUBLIC HEARING FOR THE PROPOSED SIGN ORDINANCE.”** Motion carried.

**APPROVAL OF MINUTES:**

**MOTION** by Freude, seconded by Henry, **“TO APPROVE THE APRIL 22, 2018 REGULAR MEETING AS PRESENTED.”** Motion carried.

**MOTION** by Freude, seconded by Henry, **“TO APPROVE THE APRIL 22, 2018 CLOSED SESSION MEETING AS PRESENTED.”** Motion carried.

**CORRESPONDENCE:**

Planning & Zoning News

**TOWNSHIP BOARD REPORT:**

(Commissioner Counts reported on the following items)

- See May 14, Township Board Synopsis
- Approved the budget
- Approved to rehabilitate 3 sand filters at the WWTP

**ZONING BOARD OF APPEALS REPORT:**

(Commissioner Sloan reported on the following item)

- Approved variance on setback for DARA, LLC (Leo's Coney Island) parking lot enlargement.

**ZONING REPORT:**

(Zoning Administrator Daus reported on the following item)

- No report.

**PARKS REPORT:**

- Howell Township Recreation Plan Survey is on the website, there are copies at the Township Hall and it was handed out to residents who attended the Township Clean-up Day. Hoping to be able to get more word out to the community about the survey.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

A. MICHAEL CROSBY – RETAIL FIREWORKS, TEMPORARY SITE PLANE REVIEW

- Michael Crosby from the Fireworks Tent is proposing a temporary Fireworks Tent at the corner of Burkhart and Mason Road on the site of Angelo's Party Store, 4040 Mason Road. The opening date is June 12<sup>th</sup> and closing date is July 15<sup>th</sup>. The plans are the same as they were last year with the hours of 9 a.m. until 9 p.m. and until 10 p.m. on the weekends.
- The Commissioners asked about Fire Marshal's Approval. Zoning Administrator Daus affirmed he has talked with the Fire Authority and they stated they have no jurisdiction over Fire Works. That is now in the hands of the State. The State will come in and do inspections.
- **MOTION** by Henry, seconded by Williams, **"TO APPROVE TEMPORARY SITE PLAN FOR FIREWORKS AT THE SITE OF 4040 MASON ROAD BETWEEN JUNE 12, 2018 AND JULY 15, 2018 AS PRESENTED BY MICHAEL CROSBY.** Discussion followed. Motion carried.

B. OPERATING ENGINEERS LOCAL 324, BUILDING ADDITION, FINAL SITE PLAN APPROVAL

- Township Planner Montagno presented the project. Preliminary Site Plan Approval was given in March. They are now seeking Final Site Plan Approval. They are proposing an approximately 17,500 square foot addition to the existing 13,400 square foot building. There is another building on the site of approximately 6,000 square feet. The proposed addition is for additional class rooms. The site is used for an education/training facility that is in the "OS" Office Service District, which is a permitted use for that district. See Carlisle Wortman Report dated 05/16/2018 for full details.
- John Osika, training coordinator for Operating Engineers stated they are anxious to get started.
- Questions were taken from the Commissioners.
- Discussion on having an alarm on the pump station that will alert inside the building and not just an outside audio alarm.
- **MOTION** by Freude, with a Friendly Amendment by Henry, **"TO APPROVE THE FINAL SITE PLAN FOR OPERATING ENGINEERS LOCAL 324, BUILDING ADDITON, ON HIGHLAND ROAD, WITH THE CONDITIONS STATED IN THE ENGINEER'S REPORT, THE TOWNSHIP PLANNER'S REPORT AND ALL OTHER REQUIRED GOVERNMENTAL REPORTS."** Discussion followed. A roll-call vote was taken: Freude – yes, Williams – yes, Manwiller – yes, Henry – yes, Counts – yes, Sloan – yes. Motion carries 6 to 0.

C. FERNCO DEVELOPMENT LTD ET AL, FINALSITE PLAN, CONVERSION OF RETAIL BUILDING TO SELF-STORAGE AND ADDITIONAL 2 STORY SELF-STORAGE BUILDING

- Township Planner Montagno presented the project. The applicant has applied for a combination Preliminary and Final Site Plan approval for the redevelopment of approximately 3 acres located at 2452 W. Grand River. The current use is for an auto part store, 4 mini storage buildings and a convenience store. The proposed use will be to convert the convenience store and auto parts store into a rental office and storage space with the installation of a 500 square foot prefabricated storage building and the construction of a 6,430 square foot 2 story addition. It is in the "RSC" Regional Service Commercial District. See Carlisle Wortman Report dated 05/16/2018 for full details.
- Questions from the Commissioners to the Township Planner.
- Applicant Dave Hughes from Vanstrom/O'Brian, and representing the owner, stated they were here a few years previous and now want to complete their project. He also stated they want to dress up the site.
- There was discussion on sand graphics designs on the building versus signs.
- **MOTION** by Freude, seconded by Williams, **"TO APPROVE FERNCO DEVELOPMENT LTD ET AL FOR THEIR GRAND RIVER MINI STORAGE WITH THE CONDITIONS STATED IN THE TOWNSHIP PLANNER'S REPORT, THE ENGINEER'S REPORT AND ALL OTHER REQUIRED GOVERNMENTAL REPORTS."** Discussion followed. A roll-call vote was taken: Freude – yes, Sloan – yes, Manwiller – yes, Henry – yes, Williams – yes, Counts – yes. Motion carries 6 to 0.

**OTHER BUSINESS:**

A. Schedule Public Hearing – Sign Ordinance

- Township Planner Montagno gave a draft for the Billboard/Sign Ordinance to the Commissioners to study before coming back for the Public Hearing.
- **MOTION** by Williams, seconded by Freude, **“TO SCHEDULE A PUBLIC HEARING FOR JUNE 26, 018, REGARDING THE SIGN ORDINANCE.”** Discussion followed. A roll-call vote was taken: Williams – yes, Sloan – yes, Manwiller – yes, Freude – yes, Counts – yes, Henry – yes. Motion carries 6 to 0.

B. Schedule a Special Meeting – Nothwinds/EM-TCK II, for Final Site Plan Review

- It was the consensus of the Commissioners to schedule a Special Meeting for May 29, 2018 at 6:30 p.m.

**CALL TO THE PUBLIC:**

- Jason and Jeremy Kraft who is in the process of putting in the Propane and Storage Units on the corner of Grand River and Burkhart Road. They are requesting to allow crushed limestone in their back parking area.
- This will need an application and decisions cannot be made at the Call to the Public.
- Commissioner Manwiller ask as a resident if there are any plans to have a Sidewalk Ordinance. (It is not certain at this time.) He would like to see more sidewalks in Howell Township.

**ADJOURNMENT:**

**MOTION** by Freude, seconded by Henry, **“TO ADJOURN.”** Motion carried and meeting adjourned at 7:51 P.M.

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

\_\_\_\_\_  
Andrew Sloan, Chairman

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

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

\_\_\_\_\_  
Wayne Williams, Secretary

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

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

\_\_\_\_\_  
Debby Johnson, Recording Secretary

HOWELL TOWNSHIP PLANNING COMMISSION  
SPECIAL MEETING  
Howell Township Hall  
May 29, 2018  
6:30 p.m.

**MEMBERS PRESENT:**

Andrew Sloan Chairman  
Wayne Williams Secretary  
Matthew Counts Board Rep  
Martha Haglund Commissioner  
Carolyn Henry Commissioner  
Peter Manwiller Commissioner

**MEMBERS ABSENT:**

Mark Freude Vice Chairman

Also in attendance: Zoning Administrator Joe Daus  
Township Planner Paul Montagno

Chairman Sloan 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 Henry, seconded by Williams, **“TO APPROVE THE MAY 29, 2018 AGENDA AS PRESENTED.”** Motion carried.

**NEW BUSINESS:**

A. EM-TCK II LLC – BRIVAR CONSTRUCTION CO. – PRELIMINARY AND FINAL SITE PLAN REVIEW, FILE #PC-2018-15, PARCEL # 4706-28-100-022

- Township Planner Montagno presented the project. Applicant is requesting a combined Preliminary and Final Site Plan approval for a 15, 210 square foot addition to the existing 113,227 square foot building located at 3970 Parsons Road. It is in the “I” Industrial District. The existing building is used for production of plastic parts and the addition will be used for warehousing. The parcels are odd-shaped which abuts a railroad right-of-way. See Carlisle/Wortman Report dated May24, 2018 for full details.
- Applicant Allan Pruss explained the need for reconfiguration of the parking lot. Commented on Township Planner’s notes on what has been updated and also updates from the Engineer’s Report. He showed a rendition of the proposed building.
- Questions from the Commissioners were taken.
- **MOTION** by Henry, seconded by Counts, **“TO APPROVE PRELIMINARY AND FINAL SITE PLAN FOR FILE FOR EM-TCK II LLC, #PC-2018-15, PARCEL #4706-28-100-022 PROVIDING ALL OUTSTANDING ISSUES IN THE PLANNER’S REPORT DATED MAY 24, 2018 ARE ADDRESSED, THE ENGINEER’S REPORT DATED MAY 17, 2018 ARE ADDRESSED, THE HOWELL FIRE AUTHORITY’S REPORT DATED MAY 16, 2018, THE LIVINGSTON COUNTY ROAD COMMISSION’S REPORT DATED MAY 14, 2018 AND ALL OTHER REQUIRED GOVERNMENTAL AGENCIES ARE ADDRESSED.”** Discussion followed. A roll-call vote was taken: Manwiller – yes, Counts – yes, Williams – yes, Haglund – yes, Henry – yes, Sloan – yes. Motion carries 6 to 0.

B. NORTH WINDS INVESTMENT CORP – BRIVAR CONSTRUCTION CO. – FINAL SITE PLAN REVIEW, FILE #PC-2018-16, PARCEL # 4706-20-401-019,020,021,022

- Township Planner Montagno presented the project. The applicant is requesting a 91,175 square foot building addition to an existing 30,000 square foot building including a 9 dock loading area and an associated parking lot that includes 78 new parking spaces. The purpose of the addition is for warehousing. The site is located at 2234 Grand Commerce Drive in the “HC” Heavy Commercial District. There are twelve lots on the Livingston Commerce Center site. The existing light industrial facilities use 6 of these lots. North Winds Investment existing building has one lot. The new additional building will use 3 more lots and 1 lot for parking, making it a total of 4

lots for North Winds Investment. The site area is 7.06 acres. This will leave 2 vacant lots remaining in the center. See Carlisle/Wortman Report dated May 24, 2018 for full details.

- Questions for the Planner were taken from the Commissioners.
- Applicant Allan Pruss added that the Preliminary Site Plan was approved in April of this year and the ZBA approved variances along property line setbacks. He also stated that he has been corresponding with some of the required agencies and are addressing those issues. One change is where the water tap-in will be placed.
- Questions for Mr. Pruss were taken from the Commissioners.
- **MOTION** by Henry, seconded by Williams, **“TO APPROVE FINAL SITE PLAN FOR NORTH WINDS INVESTMENT CORP, FILE #PC-2018-16, PARCEL #4706-20-401-019,020,021,022, PROVIDING ALL OUTSTANDING ITEMS ARE ADDRESSED IN THE ENGINEER’S REPORT DATED MAY 16, 2018 AND ANY ADDITIONAL ITEMS FROM THE PLANNER OUTSIDE OF THE REVISED REPORT DATED MAY 24, 2018 NONE WERE NOTED, HOWEVER IF UPON FURTHER REVIEW OF THE UPDATED PLANS THERE ARE ANY OUTSTANDING ITEMS THOSE SHALL BE ADDRESSED AS WELL ANY AND ALL OUTSTANDING ITEMS FROM ANY GOVERNMENTAL AGENICES INCLUDING MHOG, FIRE MARSHAL, LIVINGSTON COUNTY DRAIN COMMISSIONER, LIVINGSTON COUNTY HEALTH DEPARTMENT AND THE LIVINGSTON COUNTY ROAD COMMISSION.”** Discussion followed. A roll-call vote was taken: Sloan – yes, Henry – yes, Counts – yes, Haglund – yes, Williams – yes, Manwiller – yes. Motion carries 6 to 0.

**CALL TO THE PUBLIC:**

- Tera Pearson, Attorney at Law from Parker and Parker has been asked by the American Legion to assist them in their Sign Permit. She stated she wanted to introduce herself.

**ADJOURNMENT:**

**MOTION** by Manwiller, seconded by Haglund, **“TO ADJOURN.”** Motion carried and meeting adjourned at 7:06 P.M.

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

\_\_\_\_\_  
Andrew Sloan, Chairman

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

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

\_\_\_\_\_  
Wayne Williams, Secretary

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

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

\_\_\_\_\_  
Debby Johnson, Recording Secretary

# AGENDA ITEM

91



**HOWELL TOWNSHIP  
ZONING BOARD OF APPEALS MEETING  
Howell Township Hall  
3525 Byron Road, Howell Township  
May 21, 2018  
6:30 P.M.**

**MEMBERS PRESENT:**

Kim Babcock	Chairman
Andrew Sloan	Vice-Chair & PC Representative
Sally Newstead	Board Rep.
Sarah Tinsley	Member
Alex Hansen	Member

**MEMBERS ABSENT:**

Also Present: Joe Daus – Zoning Administrator.

Chairman Babcock called the meeting to order at 6:30 P.M.

The roll was called.

**PLEDGE OF ALLEGIANCE:**

All rose for the Pledge of Allegiance.

**APPROVAL OF AGENDA: MOTION** by Sloan, seconded by Newstead, **“TO APPROVE THE MAY 21, 2018 ZONING BOARD OF APPEALS AGENDA AS PRESENTED.”** Motion carried.

**APPROVAL OF MINUTES: MOTION** by Hansen, seconded by Tinsley, **“TO APPROVE THE APRIL 16, 2018 ZONING BOARD OF APPEALS MEETING MINUTES AS PRESENTED.”** Motion carried.

**PETITIONER:** DARA, LLC. FILE #PZBA-2018-04, PARCEL #4706-28-300-025, 1382 N. BURKHART ROAD.

- All needed publishing and posting requirements have been met.
- Chairman Babcock reviewed the request for the petitioner for a variance on the following section to adjust the width of the parking lot front setback along private Tractor Drive.

**ARTICLE X – RSC REGIONAL SERVICE COMMERCIAL DISTRICT:**

Section 10.05, Dimensional Requirements, Except as Otherwise Specified in this Ordinance. D.1 Yard and setback requirements

Requesting; a -28' Front Yard Variance (from 35' to 7')

- Engineer, Alex Orman from Orman Engineering explained the need for the variance from owner Dara, LLC. (Leo's Coney Island). Stated that they have tried to find different options but because all setbacks are at their maximum, this is the only way to add parking. The parcel is an odd shape and size. Customers are using neighboring businesses for parking. With the allowance of the variance it will add 12 more parking spaces, going from 37 to 49 spaces including the required handicap parking. Their intentions is to go to the Planning Commission with site plan for an addition to the building for a cooler and use the current cooler location for extra sitting places.
- Zoning Administrator Daus added that the building has two front side backs making the parcel even more difficult.
- Questions and concerns were taken from the Panel.
- **MOTION** by Sloan, seconded by Tinsley, **“TO GRANT APPROVAL FOR -28' FRONT YARD VARIANCE FROM 35' TO 7', FOR DARA, LLC, FILE #PZBA-2018-04, PARCEL**

**#4706-28-300-025.**” Discussion followed. A roll-call vote was taken: Tinsley – yes, Newstead – yes, Hansen – yes, Sloan – yes, Babcock – yes. Motion carries 5 to 0.

**CALL TO PUBLIC:**

No response.

**ADJOURNMENT:** **MOTION** by Howard, seconded by Hansen **“TO ADJOURN.”** Motion carried. Meeting adjourned at 6:47 p.m.

Approved as presented: \_\_\_\_\_

\_\_\_\_\_  
Kim Babcock  
Chairman

Approved as Amended: \_\_\_\_\_

Approved as Corrected: \_\_\_\_\_

\_\_\_\_\_  
Andrew Sloan  
Vice-Chairman

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

\_\_\_\_\_  
Debby Johnson  
Recording Secretary

# AGENDA ITEM

12

**Howell Township**  
**Invoice and Check Registers**

**As of 6/6/2018**

User: BRENT KILPELA

DB: Howell Twp

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

204208920263							
16514	CONSUMERS ENERGY	05/01/2018	05/25/2018	19.65	0.00	Paid	Y
	391 N BURKHART MAY 2018	BRENT KILPELA					05/10/2018
	590-442-922.00	WTWP NATURAL GAS EXPENSE		19.65			

5/3/2018							
16515	DTE ENERGY	05/03/2018	05/25/2018	375.49	0.00	Paid	Y
	2571 OAKGROVE RD MAY 2018	BRENT KILPELA					05/10/2018
	590-442-920.00	WTWP ELECTRICITY EXPENSE		375.49			

30073							
16516	INFRAMARK, LLC	05/03/2018	06/02/2018	23,702.37	0.00	Paid	Y
	WTWP MAY MAINTENANCE	BRENT KILPELA					05/10/2018
	590-442-801.00	WTWP CONTRACTED SVCS EXPENSE		23,702.37			

517548388804							
16517	AT&T	04/28/2018	05/17/2018	54.47	0.00	Paid	Y
	517 548-3888 FOR MAY 2018	BRENT KILPELA					05/10/2018
	590-442-850.00	WTWP TELEPHONE EXPENSE		54.47			

BSP17-0005							
16518	SPICER GROUP	05/08/2018	05/30/2018	337.50	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					05/10/2018
	101-000-203.00	BSP17-0005		337.50			

BSP18-0002							
16519	SPICER GROUP	05/08/2018	05/30/2018	2,192.40	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					05/10/2018
	101-000-203.00	BSP18-0002		2,192.40			

5/1/2018							
16520	CAREFREE MAINTENANCE CO.	05/01/2018	05/17/2018	230.00	0.00	Paid	Y
	APRIL CLEANING	BRENT KILPELA					05/10/2018
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		230.00			

AAHE246							
16521	IRON MOUNTAIN	04/30/2018	05/30/2018	0.00	0.00	Void	Y
	SHREDDING PICKUP	BRENT KILPELA					05/10/2018
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		114.41			

200360729534							
16522	DTE ENERGY	05/01/2018	06/11/2018	359.63	0.00	Paid	Y
	STRETLIGHTS	BRENT KILPELA					05/10/2018
	101-268-920.00	TWP AT LARGE STRETLIGHT EXPENSE		359.63			

4/30/2018							
16523	DEBRA JOHNSON	04/20/2018	05/17/2018	190.16	0.00	Paid	Y
	ELECTION/CLERK EXPENSES	BRENT KILPELA					05/10/2018





06/04/2018 11:54 AM  
 User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Description	Inv Date	Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized
5/10/2018	DTE ENERGY	TWP HALL MAY 2018	05/10/2018	BRENT KILPELA	06/01/2018	469.36	0.00	Paid	Y
16543	TWP HALL	ELECTRICITY EXPENSE	05/10/2018	BRENT KILPELA	06/01/2018	469.36	0.00	Paid	Y
0001624724	MICHIGAN.COM	APRIL PUBLICATIONS	04/30/2018	BRENT KILPELA	05/20/2018	235.00	0.00	Paid	Y
16544	BOARD OF APPEALS PRINTING & PUBLICTN EX	TWP BOARD PRINTING & PUBLICATION EXPENS	04/30/2018	BRENT KILPELA	05/20/2018	160.00	0.00	Paid	Y
2018-39069	ELECTION SOURCE	ROLLING BALLOT BAGS (3)	05/01/2018	BRENT KILPELA	06/01/2018	310.65	0.00	Paid	Y
16545	ELECTION SUPPLIES EXPENSE	101-191-727.00	05/01/2018	BRENT KILPELA	06/01/2018	310.65	0.00	Paid	Y
2867	COMPLETE OUTDOOR SERVICES, INC.	CEMENTERY MAINT (1 OF 8), 2 GRAVES	05/08/2018	BRENT KILPELA	05/23/2018	596.75	0.00	Paid	Y
16546	CEMENTERY MAINT (1 OF 8), 2 GRAVES	101-276-931.00	05/08/2018	BRENT KILPELA	05/23/2018	596.75	0.00	Paid	Y
05151	FIRE PROTECTION PLUS, INC	FIRE EXTINGUISHER INSPECTION	05/15/2018	BRENT KILPELA	06/01/2018	60.00	0.00	Paid	Y
16547	TWP HALL	REPAIR EXPENSE	05/15/2018	BRENT KILPELA	06/01/2018	60.00	0.00	Paid	Y
AAHE246	IRON MOUNTAIN	SHREDDING PICKUP	04/30/2018	BRENT KILPELA	05/30/2018	111.41	0.00	Paid	Y
16548	TWP HALL	OFFICE CLEANING & MAINT EXPENS	04/30/2018	BRENT KILPELA	05/30/2018	111.41	0.00	Paid	Y
2148678	CARLISLE WORTMAN ASSOC, INC.	BD Bond Refund	05/16/2018	BRENT KILPELA	05/23/2018	985.00	0.00	Paid	Y
16549	BD Bond Refund	101-000-203.00	05/16/2018	BRENT KILPELA	05/23/2018	985.00	0.00	Paid	Y
2148677	CARLISLE WORTMAN ASSOC, INC.	BD Bond Refund	05/16/2018	BRENT KILPELA	05/23/2018	25.00	0.00	Paid	Y
16550	BD Bond Refund	101-000-203.00	05/16/2018	BRENT KILPELA	05/23/2018	25.00	0.00	Paid	Y
2148675	CARLISLE WORTMAN ASSOC, INC.	BD Bond Refund	05/16/2018	BRENT KILPELA	05/23/2018	560.00	0.00	Paid	Y
16551	BD Bond Refund	101-000-203.00	05/16/2018	BRENT KILPELA	05/23/2018	560.00	0.00	Paid	Y



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 User: BRENT KILPELA  
 DB: Howell Twp

Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
05/17/2018	BAGNASCO, THOMAS UB refund for account: 0613301095 590-000-214.89 WATER METERED 590-000-214.89 READY TO SERVE	05/17/2018 BRENT KILPELA	06/01/2018	58.09	0.00	Paid	05/17/2018
180386	M & K JETTING AND TELEVISION BREWER RD (CLEANED LINES AND MANHO 590-442-801.00 WWTTP CONTRACTED SVCS EXPENSE	05/14/2018 BRENT KILPELA	06/13/2018	2,775.00	0.00	Paid	05/17/2018
2148679	CARLISLE WORTMAN ASSOC, INC. THOMPSON REZONING 101-400-801.00	05/14/2018 BRENT KILPELA	06/13/2018	40.00	0.00	Paid	05/17/2018
2148676	CARLISLE WORTMAN ASSOC, INC. GENERAL CONSULTATION 101-400-801.00	05/14/2018 BRENT KILPELA	06/13/2018	725.00	0.00	Paid	05/17/2018
2148674	CARLISLE WORTMAN ASSOC, INC. AMERICAN LEGION 101-400-801.00	05/14/2018 BRENT KILPELA	06/13/2018	120.00	0.00	Paid	05/17/2018
114932	CRAMPTON ELECTRIC CO INC SERVICE CALL FOR BALLAST 590-442-956.00	05/16/2018 BRENT KILPELA	05/26/2018	150.00	0.00	Paid	05/21/2018
5/16/2018	DTE ENERGY 271 E HIGHLAND MAY 2018 590-442-920.00	05/16/2018 BRENT KILPELA	06/07/2018	41.20	0.00	Paid	05/21/2018
854006222	AT&T LONG DISTANCE WWTTP LONG DISTANCE 590-442-850.00	05/06/2018 BRENT KILPELA	06/05/2018	5.67	0.00	Paid	05/21/2018
517552195605	AT&T 517 552-1956 FOR MAY 2018 590-442-850.00	05/13/2018 BRENT KILPELA	06/04/2018	74.93	0.00	Paid	05/21/2018

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

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

1124408 THE GARBAGE MAN 05/22/2018 BRENT KILPELA 06/01/2018 2,250.00 0.00 Paid Y  
 16561 2 TRUCKS FOR CLEAN-UP DAY  
 101-268-882.00 TWP AT LARGE SPRING CLEAN UP EXPENSE 2,250.00 05/22/2018

57019 MICRO WORKS COMPUTING, INC 05/17/2018 BRENT KILPELA 06/06/2018 112.50 0.00 Paid Y  
 16562 INSTALL SA, NMSVP  
 101-265-728.01 TWP HALL IT SUPPORT EXPENSE 112.50 05/22/2018

56965 MICRO WORKS COMPUTING, INC 05/10/2018 BRENT KILPELA 05/30/2018 586.00 0.00 Paid Y  
 16563 INSTALL MONITORS AT 2 STATIONS  
 101-265-728.01 TWP HALL IT SUPPORT EXPENSE 586.00 05/22/2018

20024 NETWORK SERVICES GROUP, LLC 05/15/2018 BRENT KILPELA 06/15/2018 400.00 0.00 Paid Y  
 16564 WEBSITE HOSTING 7/1/2018 - 7/1/201  
 101-000-123.00 GEN FUND PREPAID EXPENSES 400.00 05/22/2018

31492224 SILVER LINING TIRE RECYCLING 05/21/2018 BRENT KILPELA 06/01/2018 443.00 0.00 Paid Y  
 16565 SCRAP TIRE DISPOSAL  
 101-268-882.00 TWP AT LARGE SPRING CLEAN UP EXPENSE 443.00 05/22/2018

7/1/2018 MICHIGAN TWP ASSOC 05/15/2018 BRENT KILPELA 07/01/2018 5,787.57 0.00 Paid Y  
 16566 ANNUAL MEMBERSHIP  
 101-000-123.00 GEN FUND PREPAID EXPENSES 5,787.57 05/22/2018

122018 MHOG 05/18/2018 BRENT KILPELA 06/18/2018 2,200.00 0.00 Paid Y  
 16567 WATER SERVICE INSTALL  
 590-441-803.00 UTILITY BILLING WATER EXPENSE 2,200.00 05/22/2018

180410 M & K JETTING AND TELEVISION 05/18/2018 BRENT KILPELA 06/17/2018 2,127.50 0.00 Paid Y  
 16568 CLEANED LIFT STATION  
 590-442-801.00 WWTP CONTRACTED SVCS EXPENSE 2,127.50 05/23/2018

A-40385 LASHBROOK SEPTIC SERVICE 05/18/2018 BRENT KILPELA 06/17/2018 65.00 0.00 Paid Y  
 16569 SPRING CLEANUP  
 101-268-882.00 TWP AT LARGE SPRING CLEAN UP EXPENSE 65.00 05/23/2018

000736941492 MUTUAL OF OMAHA INSURANCE COMPANY 05/18/2018 BRENT KILPELA 06/01/2018 186.38 0.00 Paid Y  
 16570 TWP HALL LIFE INS

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

06/04/2018 11:54 AM  
 User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
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Inv Ref#	Description	Entered By					Post Date
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1133794	APPLIED IMAGING	05/22/2018	06/01/2018	125.00	0.00	Paid	Y
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16571	CLERK PRINTER MAINTENANCE	BRENT KILPELA					
	101-265-930.00	TWP HALL GROUNDS EQUIP	REPAIR EXPENSE	125.00			05/29/2018

1133793	APPLIED IMAGING	05/22/2018	06/10/2018	150.00	0.00	Paid	Y
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16572	UTILITY BILLING PRINTER MAINT	BRENT KILPELA					
	101-265-930.00	TWP HALL GROUNDS EQUIP	REPAIR EXPENSE	150.00			05/29/2018

78718	MASTER MEDIA	05/22/2018	06/22/2018	49.68	0.00	Paid	Y
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16573	OFFICE SUPPLIES (MINUS CREDIT MEMO	BRENT KILPELA					
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		49.68			05/29/2018

2872828886379	TABLET - ASSESSING	05/17/2018	06/12/2018	22.82	0.00	Paid	Y
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16574	101-209-727.00	BRENT KILPELA					
		ASSESSING SUPPLIES EXPENSE		22.82			05/29/2018

63758614	MCMMASTER-CARR	05/23/2018	06/03/2018	22.27	0.00	Paid	Y
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16575	PIN TERMINALS	BRENT KILPELA					
	590-442-956.00	WWTTP MISCELLANEOUS EXPENSE		22.27			05/29/2018

517546349605	AT&T	05/22/2018	06/11/2018	275.84	0.00	Paid	Y
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16576	517 546-3496 FOR JUNE 2018	BRENT KILPELA					
	590-442-850.00	WWTTP TELEPHONE EXPENSE		275.84			05/29/2018

517540696305	AT&T	05/22/2018	06/11/2018	69.43	0.00	Paid	Y
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16577	517 540-6963 FOR JUNE 2018	BRENT KILPELA					
	590-442-850.00	WWTTP TELEPHONE EXPENSE		69.43			05/29/2018

517540695205	AT&T	05/22/2018	06/11/2018	69.43	0.00	Paid	Y
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16578	517 540-6952 FOR JUNE 2018	BRENT KILPELA					
	590-442-850.00	WWTTP TELEPHONE EXPENSE		69.43			05/29/2018

517540694705	AT&T	05/22/2018	06/11/2018	65.92	0.00	Paid	Y
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16579	517 540-6947 FOR JUNE 2018	BRENT KILPELA					
	590-442-850.00	WWTTP TELEPHONE EXPENSE		65.92			05/29/2018

User: BRENT KILPELA  
DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
517540124105	AT&T	05/22/2018	06/11/2018	79.70	0.00	Paid	Y
16580	517 540-1241 FOR JUNE 2018	BRENT KILPELA					05/29/2018
	590-442-850.00	WWTP TELEPHONE EXPENSE		79.70			

150560912	AT&T	05/19/2018	06/09/2018	61.30	0.00	Paid	Y
16581	WWTP INTERNET	BRENT KILPELA					05/29/2018
	590-442-850.00	WWTP TELEPHONE EXPENSE		61.30			

517546516005	AT&T	05/22/2018	06/11/2018	68.96	0.00	Paid	Y
16582	517 546-5160 FOR JUNE 2018	BRENT KILPELA					05/29/2018
	590-442-850.00	WWTP TELEPHONE EXPENSE		68.96			

5/29/2018	LIVINGSTON COUNTY TREASURER	05/29/2018	06/15/2018	765.00	0.00	Paid	Y
16583	MOBILE HOME FEES	BRENT KILPELA					05/30/2018
	701-000-239.00	TRUST MOBILE HOME TAX PAYABLE		765.00			

6/4/2018	LIVINGSTON COUNTY TREASURER	06/04/2018	06/04/2018	96.00	0.00	Paid	Y
16585	DOG LICENSES	BRENT KILPELA					06/04/2018
	701-000-238.00	TRUST DUE TO COUNTY DOG LICENSE		96.00			

# of Invoices:	71	# Due:	0	Totals:	63,364.38	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	

Net of Invoices and Credit Memos: 63,364.38 0.00

*Answers with Check Register BK*

User: BRENT KILPELA  
 DB: Howell Twp

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

---- TOTALS BY FUND ----

101 - GENERAL FUND	22,832.82	0.00
590 - SEWER FUND	39,670.56	0.00
701 - TRUST & AGENCY	861.00	0.00

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

000 - OTHER	11,206.56	0.00
101 - TOWNSHIP BOARD	75.00	0.00
191 - ELECTIONS	368.96	0.00
209 - ASSESSING	22.82	0.00
215 - CLERK	131.85	0.00
253 - TREASURER	20.00	0.00
265 - TOWNSHIP HALL	3,412.34	0.00
268 - TOWNSHIP AT LARGE	6,872.63	0.00
276 - CEMETERY	596.75	0.00
400 - PLANNING COMMISSION	885.00	0.00
412 - BOARD OF APPEALS	160.00	0.00
441 - UTILITY BILLING	2,200.00	0.00
442 - WWTP	37,412.47	0.00

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
05/16/2018	GEN	101001505(E)	CINTAS CORPORATION #725	63.42
05/16/2018	GEN	101001506(E)	CONSUMERS ENERGY	263.30
05/16/2018	GEN	101001507(E)	DTE ENERGY	469.36
05/16/2018	GEN	101001508(E)	FAHEY SCHULTZ BURZYCH RHODES	3,775.00
05/16/2018	GEN	101001509(E)	FIRE PROTECTION PLUS, INC	60.00
05/16/2018	GEN	101001510(E)	MICHIGAN.COM	235.00
05/16/2018	GEN	101001511(E)	SPICER GROUP	2,529.90
05/16/2018	GEN	16939	CAREFREE MAINTENANCE CO.	230.00
05/16/2018	GEN	16940	COMPLETE OUTDOOR SERVICES, INC.	596.75
05/16/2018	GEN	16941	DEBRA JOHNSON	190.16
05/16/2018	GEN	16942	DTE ENERGY	359.63
05/16/2018	GEN	16943	ELECTION SOURCE	310.65
05/16/2018	GEN	16944	IRON MOUNTAIN	114.41
			Void Reason: WRONG AMOUNT	
05/16/2018	GEN	16945	MASTER MEDIA	1,005.29
05/16/2018	GEN	16946	IRON MOUNTAIN	111.41
05/29/2018	GEN	101001512(E)	AT&T	22.82
05/29/2018	GEN	101001513(E)	LASHBROOK SEPTIC SERVICE	65.00
05/29/2018	GEN	101001514(E)	MICRO WORKS COMPUTING, INC	698.50
05/29/2018	GEN	101001515(E)	MUTUAL OF OMAHA INSURANCE COMPANY	186.38
05/29/2018	GEN	16947	APPLIED IMAGING	275.00
05/29/2018	GEN	16948	CARLISLE WORTMAN ASSOC, INC.	2,455.00
05/29/2018	GEN	16949	THE GARBAGE MAN	2,250.00
05/29/2018	GEN	16950	MASTER MEDIA	49.68
05/29/2018	GEN	16951	MICHIGAN TWP ASSOC	5,787.57
05/29/2018	GEN	16952	NETWORK SERVICES GROUP, LLC	400.00
05/29/2018	GEN	16953	SILVER LINING TIRE RECYCLING	443.00

GEN TOTALS:

Total of 26 Checks:	22,947.23
Less 1 Void Checks:	114.41
Total of 25 Disbursements:	22,832.82

Bank T&A TRUST & AGENCY CHECKING

06/04/2018	T&A	3378	LIVINGSTON COUNTY TREASURER	765.00
06/04/2018	T&A	3379	LIVINGSTON COUNTY TREASURER	96.00

T&A TOTALS:

Total of 2 Checks:	861.00
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	861.00

Bank UTYCK UTILITY CHECKING

05/16/2018	UTYCK	2322	INFRAMARK, LLC	23,702.37
05/16/2018	UTYCK	2323	MCMaster-CARR	18.80
05/16/2018	UTYCK	2324	USA BLUEBOOK	497.57
05/16/2018	UTYCK	590002566(E)	AT&T	54.47
05/16/2018	UTYCK	590002567(E)	CONSUMERS ENERGY	19.65
05/16/2018	UTYCK	590002568(E)	CONSUMERS ENERGY	156.29
05/16/2018	UTYCK	590002569(E)	CONSUMERS ENERGY	65.05
05/16/2018	UTYCK	590002570(E)	DTE ENERGY	375.49
05/16/2018	UTYCK	590002571(E)	DTE ENERGY	156.59
05/16/2018	UTYCK	590002572(E)	DTE ENERGY	87.45
05/16/2018	UTYCK	590002573(E)	DTE ENERGY	352.01
05/16/2018	UTYCK	590002574(E)	DTE ENERGY	536.20
05/16/2018	UTYCK	590002575(E)	DTE ENERGY	4,795.07
05/16/2018	UTYCK	590002576(E)	DTE ENERGY	199.37
05/16/2018	UTYCK	590002577(E)	DTE ENERGY	154.70
05/16/2018	UTYCK	590002578(E)	DTE ENERGY	315.25
05/16/2018	UTYCK	590002579(E)	DTE ENERGY	38.99
05/29/2018	UTYCK	2325	AT&T LONG DISTANCE	5.67
05/29/2018	UTYCK	2326	M & K JETTING AND TELEVISIONING	4,902.50
05/29/2018	UTYCK	2327	MCMaster-CARR	22.27
05/29/2018	UTYCK	2328	MHOG	2,200.00
05/29/2018	UTYCK	2329	BAGNASCO, THOMAS	58.09
05/29/2018	UTYCK	590002580(E)	AT&T	74.93
05/29/2018	UTYCK	590002581(E)	AT&T	275.84
05/29/2018	UTYCK	590002582(E)	AT&T	69.43
05/29/2018	UTYCK	590002583(E)	AT&T	69.43
05/29/2018	UTYCK	590002584(E)	AT&T	65.92
05/29/2018	UTYCK	590002585(E)	AT&T	79.70
05/29/2018	UTYCK	590002586(E)	AT&T	61.30

06/04/2018 11:51 AM  
User: BRENT KILPELA  
DB: Howell Twp

CHECK REGISTER FOR HOWELL TOWNSHIP  
CHECK DATE FROM 05/10/2018 - 06/06/2018

Page: 2/2

Check Date	Bank	Check	Vendor Name	Amount
05/29/2018	UTYCK	590002587(E)	AT&T	68.96
05/29/2018	UTYCK	590002588(E)	CRAMPTON ELECTRIC CO INC	150.00
05/29/2018	UTYCK	590002589(E)	DTE ENERGY	41.20

UTYCK TOTALS:

Total of 32 Checks:	39,670.56
Less 0 Void Checks:	0.00
Total of 32 Disbursements:	39,670.56

REPORT TOTALS:

Total of 60 Checks:	63,478.79
Less 1 Void Checks:	114.41
Total of 59 Disbursements:	63,364.38

*(Agrees with Invoice  
Register BK*