

**HOWELL TOWNSHIP BOARD REGULAR MEETING**  
**September 27, 2010**  
**Howell Township Hall**  
**7:00. p.m.**

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Carolyn Eaton	Clerk
Larry Hammond	Treasurer
Dar Howard	Trustee
John Hubbel	Trustee
Carolyn Henry	Trustee
Jim Phelan	Trustee

**MEMBERS ABSENT:**

None

Also Present: Lynn Meissner – Township Manager, Financial Director

Supervisor Coddington called the meeting to order at 7:00 p.m. The roll was called. All rose for the pledge of allegiance.

**CALL TO THE BOARD: MOTION** by Eaton, seconded by Phelan **“TO APPROVE THE SEPTEMBER 27, 2010 AGENDA AS PRESENTED.”** Motion carried unanimously.

**APPROVAL OF MINUTES: MOTION** by Hubbel, seconded by Henry, **“TO APPROVE THE AUGUST 23, 2010 REGULAR TOWNSHP BOARD MINUTES AS CORRECTED, PAGE 2, SECOND PARAGRAPH, DELETE “FUNANCE”AND REPLACE WITH “FURNACE” .”** Motion carried unanimously.

**FINANCIAL DIRECTOR/MANAGER’S REPORT:** See attached.

**CORRESPONDENCE:** No correspondence

**CALL TO THE PUBLIC:** Chuck Fellows, 9770 N. Rushton Road, introduced himself and noted he was running for State Senate. Mr. Fellows gave a brief talk regarding his qualifications and employment history as well as answered a question regarding the tax structure of the State.

**OLD BUSINESS:**

A. Business License Ordinance Application and Fee Schedule – Review. **MOTION** by Phelan, seconded by Eaton, **“TO APPROVE ORDINANCE No. 241, BUSINESS ESTABLISHMENT LICENSING ORDINANCE EFFECTIVE 30 DAYS AFTER PUBLICATION.”** Discussion followed regarding excluding home businesses. Phelan rescinded the motion and Eaton rescinded the second. Proposed ordinance will be redone to exclude home businesses. The Schedule Business License Fee Resolution was reviewed and Clerk Eaton suggested amounts. Discussion followed regarding the late fee. Updated proposed fee schedule will be presented at next meeting. It is anticipated the ordinance will be effective in January and notices will go out in December and be in the newspaper and the Howell Township website.

B. MHOG Operating Agreement- Draft. The draft was discussed and the following points were made: 1) Bids were not addressed. 2) Any Changes to the document should be brought back to the boards and require unanimous approval.

**NEW BUSINESS:**

A. Petition for Private Road Assessment – Set Public Hearing. It was suggested that Spicer be asked to give an estimate on costs for preliminary engineering and that the petitioners be asked to cover the cost. Once the special assessment goes forward, they will be reimbursed.

B. Board of Review – Appointment Bill Graham. **MOTION** by Hubbel, seconded by Phelan, **“TO ACCEPT BILL GRAHAM TO FILL THE UNEXPIRED TERM OF ANDY KARAS ON THE BOARD OF REVIEW.”** Motion carried unanimously.

C. Alternate to the Board of Review. Any suggestions for alternate to the Board of Review should be given to the Assessor.

D. Dangerous Building 2220 Byron Road. Appoint Hearings Officer. **MOTION** by Phelan, seconded by Hubbel, **“TO APPOINT JEAN INMAN AS HEARINGS OFFICER FOR A HEARING ON OCTOBER 15, 2010 AT 4:00 P.M. FOR BUILDING AT 2220 BYRON ROAD.”** Motion carried unanimously. The building at 700 Highland will be demolished in 2 weeks.

E. 3% Penalty. In the past a 3% penalty was charged on taxes paid between February 15, and March 1. The County will not collect these amounts and due to this and the economic situation, Treasurer Hammond suggests this be eliminated this year. **MOTION** by Hammond, seconded by Hubbel, **“TO FORGO THE 3% PENALTY ON DELINQUENT TAXES PAID BETWEEN FEBRUARY 15 AND MARCH 1 FOR THE 2010 TAX YEAR.”** Motion carried unanimously.

**REPORTS:**

A. Supervisor: No report

B. Treasurer. Summer tax collection is over as of September 14 a 1% per month penalty will be charged on delinquent taxes.

C. Clerk/Zoning. See attached.

D. Airport. There were no action items on the agenda

E. MHOG – covered in discussion above

F. Fire Authority – 1) Secretary, Barb, is retiring. 2) Refund of \$6,376.00 was received from Workman's Comp. insurance.

G. Assessing – Report – No report

H. ZBA – See minutes attached, a sign variance was approved for Tanger Outlet Mall.

A discussion was held regarding the WWTP violations. It was suggested Spicer be hired to temporarily oversee Severn Trent for three months at a cost of \$10,000.

**CLOSED SESSION:** MOTION by Phelan, seconded by Howard, “**TO ENTER CLOSED SESSION AT 8:40 P.M. FOR CONFIDENTIAL ATTORNEY OPINION.**” A roll call was taken. Hammond – yes, Howard – yes, Hubbel –yes, Coddington – yes, Phelan – yes, Henry – yes, Eaton – yes. Motion carried unanimously. **MOTION** by Hubbel, seconded by Phelan, “**TO REOPEN THE REGULAR MEETING AT 9:12 P.M.**” A roll call vote was taken. Hammond – yes, Eaton – yes, Henry – yes, Phelan – yes, Coddington –yes, Hubbel – yes, Howard – yes. Motion carried unanimously. **MOTION** by Hammond, seconded by Phelan, “**THAT THE TOWNSHIP AUTHORIZE THE TOWNSHIP MANAGER AND TREASURER TO PLACE BIDS ON THE TAX SALE PROPERTIES AS IDENTIFIED AND AMOUNTS.**” **MOTION** by Hammond, seconded by Phelan, “**TO AMEND THE MOTION TO READ TOWNSHIP MANAGER, TREASURER AND OR SUPERVISOR.**” A roll call vote was taken on the motion as amended. Eaton – yes, Henry – yes, Howard – yes, Hammond – yes, Hubbel – yes, Coddington – yes, Phelan – yes. Motion carried unanimously.

**DISBURSEMENTS:** **MOTION** by Phelan, seconded by Howard, “**TO PAY REGULAR DISBURSEMENTS AS PRESENTED AND ANY OTHER USUAL AND CUSTOMARY INVOICES.**” Motion carried unanimously.

**CALL TO PUBLIC:** Chuck Fellows passed out business cards.

**ADJOURNMENT:** **MOTION** by Phelan, seconded by Howard, “**TO ADJOURN.**” Motion carried. The meeting adjourned at 9:20 p.m.

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

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

Signed: \_\_\_\_\_

\_\_\_\_\_  
Carolyn Eaton  
Howell Township Clerk

\_\_\_\_\_  
Mike Coddington  
Supervisor