

**HOWELL TOWNSHIP BOARD REGULAR MEETING**  
**August 8, 2011**  
**Howell Township Hall**  
**7:00. p.m.**

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Carolyn Eaton	Clerk
Jonathon Hohenstein	Treasurer
Carolyn Henry	Trustee
Matthew Counts	Trustee
Dar Howard	Trustee
John Hubbel	Trustee

**MEMBERS ABSENT:**

None

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 Henry, seconded by Hubbel, **“TO APPROVE THE AUGUST 8, 2011 AGENDA AS PRESENTED”**. Motion carried unanimously.

**APPROVAL OF MINUTES:** To be submitted on the August 22<sup>nd</sup> meeting.

**CORRESPONDENCE:** See attached.

**CALL TO THE PUBLIC:** No response.

**OLD BUSINESS:**

A. Establishing a Planning Commission Ordinance. Discussion followed concerning the need to establish the Planning Commission by Ordinance. **MOTION** by Hubbel, seconded by Henry, **“TO ADOPT ORDINANCE 248 PLANNING COMMISSION UPON PUBLICATION”** Motion carried unanimously.

B. Hardships Update – Treasurer Hohenstein reported that the applications have been reviewed. The committee is giving the option for applicants to turn in missing information. The committee will send letters to all applicants when they have completed their evaluations.

C. Sewer Rates – Zoning Administrator Eaton turned in information on other municipalities. Discussion followed concerning: 1) the impact on business and homeowners if the rates are raised higher 2) where the additional funds will come from if the rates are not raised 3) other options for increasing sewer system users. This subject will be brought back for further review.

D. Pension Contribution – The board received the information concerning the existing 457(b) Deferred Compensation program already in effect. The program can be used as combination employee deferred comp and employer contribution with an amendment to the policy. Discussion followed. The board will consider the information and this will be brought back at a future meeting.

**NEW BUSINESS:**

A. City Planning Committee – Discussion followed. **MOTION** by Eaton, seconded by Counts, **“TO APPOINT PLANNING COMMISSION CHAIRMAN IKLE AND BOARD REPRESENTATIVE HOWARD TO THE HOWELL CITY PLANNING COMMITTEE”**. Motion carried.

**REPORTS:**

A. Supervisor – Reported that an employee has asked for a pay increase. Discussion followed. The consensus of the board was to set up a Human Resource Meeting and bring the recommendation back to the board.

B. Treasurer – Treasurer Hohenstein reported that he will submit an update package to the board at the next meeting.

C. Clerk/Zoning –Clerk Eaton gave an overview of 148 Castlewood’s need to tap into sewer and are one of the opt. out properties in district 8. They may be applying for a FHA 203K Construction Loan, which the township will work with. Policies for Off Site Computer Back-up, Disaster Plan, Computer Use and Disaster Plan were mentioned during the Audit meeting. These will be taken under consideration and will be brought back to the board.

D. Airport - Henry attended the Airport Meeting she stated that it was brief. Howard asked what the plan was for the de-icing in reference to the township sewer. Clerk Eaton stated that Spicer was working with the airport plans and permits would not be issued until there is an approval from Spicer Engineering.

E. Planning Commission – there was a meeting on July 19, 2011, the only item discussed was an amendment for sheds under 200 square feet. The Public Hearing is scheduled for August 16<sup>th</sup>.

**DISBURSEMENTS:** **MOTION** by Eaton, seconded by Howard, **“TO PAY REGULAR DISBURSEMENTS AS PRESENTED”**. Motion carried unanimously.

**CALL TO PUBLIC:** No response.

**ADJOURNMENT:** **MOTION** by Hubbel, seconded by Howard, **“TO ADJOURN.”** Motion carried. The meeting adjourned at 8:10 p.m.

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

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

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

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

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

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

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

Debby Johnson  
Recording Secretary