

Holly Township
Board of Trustees – Regular Meeting
Minutes of December 16, 2015

Call to Order: Supervisor Smith called the regular meeting of the Holly Township Board of Trustees to order at 6:30 p.m. At the Holly Township Hall, 102 Civic Drive, Holly Michigan.

Pledge of Allegiance

Roll Call

Members Present:

Dale Smith, Supervisor

Mark Freeman, Treasurer

Karin Winchester, Clerk

Steve Ruth, Trustee

Mark Cornwell, Trustee

CONSENT AGENDA:

1. Agenda Approval.
2. Approval of Regular Meeting Minutes – November 18, 2015.
3. Approval of Financial Statement – November 2015.
4. Approval of Bills for Payment – December 2015.
5. Routine Reports:
 - A. N.O.C.F.A. Minutes – November 17, 2015.
 - B. Planning Commission Minutes – November 3, 2015.
 - C. Building Permits – November 2015.
 - D. Treasurer’s Annual and Quarterly Report – N/A.
 - E. Zoning Administrator’s Report – November 2015.
6. Set Public Hearings: None.
7. Communications: None.

Supervisor Smith informed the Board that the presentation from the Road Commission of Oakland County on a Gravel Program would need to be postponed due to the unavailability of Gordon Morris. Currently the RCOC is understaffed. Supervisor Smith suggested that the Presentation be removed from the agenda.

- **Clerk Winchester moved to approve the Agenda as amended. Trustee Cornwell supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

Reports:

Supervisor Smith reported according to the MDEQ if the weather holds out, the culvert on Fish Lake Rd may be done in January 2016.

Treasurer Freeman reported that the BS&A software is now the Citrix real time version through Oakland County. Holly Township also has a stand-alone system that provides the data to the website.

Trustee Cornwell reported that the Planning Commission has planned a Master Plan Open House for February 2, 2016 at the NOCFA Fire Hall #1. The Planning Commission is looking forward to involving the public in the Master Plan process.

Public Comment: None.

Old Business:

1. Proposed Amendments to the Outdoor Gatherings Ordinance.

Trustee Ruth had multiple questions regarding the proposed Ordinance changes. Discussion continued among Board members regarding the amendments and grammar. Trustee Ruth confirmed that all permits would be reviewed by the Board of Trustees, not just the Township Clerk. Clerk Winchester explained that the Planning Commission had spent months discussing the Ordinance and the proposed amendments.

- **Clerk Winchester moved to postpone the Proposed Amendments to the Outdoor Gatherings Ordinance. Trustee Ruth supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

2. 2016 CDBG Application – Proposed Resolution 2015-30.

Clerk Winchester explained how the CDBG funds must be distributed; Neighbor for Neighbor has not received grant funds from Holly Township. Clerk Winchester noted that HAYA receives funding from Holly Township outside of the available CDBG funds and that for many years the organization has been hard pressed to allot funds which must then be reprogrammed because they are not being used. The Board continued discussion as to how CDBG funds must be distributed.

- **Clerk Winchester moved to approve Proposed Resolution 2015-30- CDBG Revised 2016 Application to program the Public Services for Emergency services from the Oakland County Home Improvement Program. Trustee Ruth supported the motion. A roll call vote was taken; Freeman, yes; Ruth, yes; Winchester, yes; Cornwell, yes; Smith, yes; motion carried 5/0.**

3. Gravel Program.

- **Clerk Winchester moved to postpone the Gravel Program to the January 2016 meeting. Trustee Ruth supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

New Business

1. Planning Commission Appointments.

Supervisor Smith informed the Board that there is one vacant seat on the Planning Commission; his recommendation is to reappoint Ted Gurski for a three year term starting January 1, 2016.

- **Clerk Winchester moved to approve the appointment of Ted Gurski to the Planning Commission for a three year term beginning January 1, 2016. Trustee Ruth supported the motion. A voice vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

2. Zoning Board of Appeals Appointments.

Supervisor Smith informed the Board the there are two ZBA seats available; Smith recommended to the Board that Ted Gurski and Alan Motzny be reappointed.

- **Clerk Winchester moved to approve the appointment of Ted Gurski and Alan Motzny to the Zoning Board of Appeals for a three year term beginning January 1, 2016. Treasurer Freeman supported the motion. A roll call vote was taken; Freeman, yes; Ruth, yes; Cornwell, yes; Winchester, yes; Smith, yes; the motion carried by a 5/0 vote.**

3. Request to Create a Special Assessment District for Road Maintenance.

Clerk Winchester received a request from the Great Lakes Lot Owners Association regarding the creation of a Special Assessment District; the Association has had ongoing issues with collecting the road maintenance fees. Clerk Winchester noted that the roads are in especially bad shape and that this is a Health, Safety and Welfare issue. Creation of these districts is something that the Township Board does upon request. Clerk Winchester explained that the request is to begin the process; many more steps are needed before the district is created which could take a few months. Treasurer Freeman confirmed that the funds would be collected by the Treasurer's Office which would invoice the Association for the collection and disbursement of funds as the Township does with the school districts. Treasurer Freeman continued stating that a Special Assessment collection is not a simple task and would create additional work load within the Treasurer's Office. Discussion continued among Board members regarding the creation of a Special Assessment District. Clerk Winchester and Supervisor Smith would like to address this in January with further details.

The Board took no action.

Public Comment:

Charles Gross, 6401 Lahring Rd, addressed the Board regarding the Renaissance Festival and the activities at the mining operation adjacent to his property.

Sara Gross, 6401 Lahring Rd, addressed the Board regarding the Renaissance Festival and the activities at the mining operation adjacent to his property.

Adjournment

Supervisor Smith, hearing no other business, adjourned the meeting at 7:12 pm.

Amy Fowlkes
Recording Secretary