

HOLLY TOWNSHIP
PROPOSED AGENDA
Board of Trustees Regular Meeting
January 11, 2018 6:30 PM
Karl Richter Community Center – Holly Area Schools Board Room
920 E. Baird St., Holly, Michigan 48442

CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL: G. Kullis K. Winchester M. Freeman P. Feeney S. Ruth

CONSENT AGENDA:

1. Agenda Approval.
2. Approval of Regular Meeting Minutes – December 20, 2017.
3. Approval of Financial Statement – December 2017.
4. Approval of Bills for Payment – January 2018: \$7,154.88.
5. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – December 21, 2017.
 - B. Planning Commission Minutes – Na.
 - C. Building Permits – December 2017.
 - D. Treasurer's Quarterly Report – December 31, 2017.
6. Set Public Hearings: None.
7. Communications: None.

All items listed under "Consent Agenda" are considered to be routine, and non-controversial, do not require discussion by the Township Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.

PUBLIC HEARING: Program Year 2016 and 2017 CDBG Reprograming.

PRESENTATION: None.

REPORTS: SUPERVISOR TREASURER CLERK TRUSTEES

PUBLIC COMMENT on Agenda Items Only. Members of the public can address the Board, on agenda items only, once recognized by the Supervisor. Comments are limited to a maximum of 3 minutes. The board may extend this time by a majority vote. Prior to addressing the board, members of the public shall state their name and address for the record. A second public comment is available after New Business for all other comments. Thank you for your cooperation.

OLD BUSINESS

NEW BUSINESS

1. CDBG Reprogram Request – Proposed Resolution 2018-01.
2. Appointment of Cooperative Invasive Species Areas (CISMA) Representatives.
3. Youth Government.
4. Administrative Policies and Procedures.

PUBLIC COMMENT

ADJOURNMENT

NEXT REGULAR MEETING: WEDNESDAY: February 21, 2018 at 6:30 p.m.

TOWNSHIP OF HOLLY
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, in accordance with the Community Development Block Grant (CDBG) requirements a public hearing will be held by the Holly Township Board at its regular meeting on January 17, 2018 at 6:30 p.m., or shortly thereafter, at the Holly Area Schools Board Room, Karl Richter Community Center, 920 E. Baird St., Holly, MI 48442 to receive written and verbal comment regarding the reprogramming of federal CDBG Funds as follows:

FROM:

- PY 2016: 730571 Emergency Services \$4,576
- PY 2016: 730345 Clearance and Demolition – Village of Holly Project \$4,576

TO:

- PY 2017: 730898 O.C. Home Improvement \$10,680
- PY 2017: 730345 Clearance and Demolition – Village of Holly Project \$10,680

The Holly Township Hall is handicap accessible. Arrangements to reasonably accommodate special needs will be made upon receiving a seven (7) day advance notice. Contact Holly Township Clerk at the number above for special services.

Karin S. Winchester
Holly Township Clerk

Holly Township
Board of Trustees – Regular Meeting
Minutes of December 20, 2017

Call to Order: Supervisor Kullis called the regular meeting of the Holly Township Board of Trustees to order at 6:33 p.m. Located at the Karl Richter campus, Holly Area Schools Board Room, 920 E. Baird St, Holly Michigan.

Pledge of Allegiance

Roll Call:

Members Present:

Karin Winchester, Clerk
George Kullis, Supervisor
Mark Freeman, Treasurer
Pat Feeney, Trustee
Steve Ruth, Trustee

CONSENT AGENDA:

1. Agenda Approval.
2. Approval of Regular Meeting Minutes – November 15, 2017.
3. Approval of Financial Statement – November 2017.
4. Approval of Bills for Payment – December 2017.
5. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – November 16, 2017.
 - B. Planning Commission Minutes – N.A.
 - C. Building Permits – November 2017.
 - D. Treasurer’s Quarterly Report – NA.
6. Set Public Hearings: January 17, 2017 – PY 2016 and 2017 CDBG Programming.
7. Communications: None.

Agenda Approval:

Move #4 and #5C on the Consent Agenda, under New Business #7 and #8.

- **Clerk Winchester moved to approve the Consent Agenda as amended. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; except for Trustee Feeney, the motion carried by a 4/1 vote.**

Ryan Suender from Boy Scout Troop 185 in Waterford, was present to obtain his Citizenship in the Community Merit Badge. He spoke briefly about his troop and the badge he was working towards.

Public Hearings: None

Presentation: None.

Reports: Supervisor Kullis reported that there is a list of resources for people in need for clothes, utilities, food, finances posted on the website and Facebook page for anyone looking for help. The traffic studies results have come in on a few areas - Belford Rd out to Dixie, Quick Rd to Fagan Rd and over to Fish Lake Rd, and Rood Rd over to the new high school entrance. They are looking for 400-500 cars per day for the road to be considered. It takes about a week and they go with an average number of cars per day. We are in the 400 car range, but have not surpassed 500. It's important that they open the back gate from the school to get the numbers up on Rood Rd next time. The State of Michigan Department of Veteran Affairs is looking to build several new homes over the next few years for Veterans in need, if you know of anyone in need please contact the Veterans Affairs Resource Center in Holly or the Township Office.

Treasurer Freeman reported that for the first time in over 20 years, Oakland County raised the prices on dog licenses. As of January 1, 2018, Spade/Neutered will be \$10.50, and male/female intact will be \$18.50.

Clerk Winchester reported that a hearing has been set for the CDBG re-programming money. They will be addressing the prior years unused funds. The hearing will be January 17, 2018.

Trustee Feeny had questions on the status of the CDBG Block Grant funds, and the HOA Great Lakes Special Assessment situation. Supervisor Kullis stated a meeting will be held in January to discuss the CDBG grant funds. The attorney will help walk the Township through the process regarding the HOA grant and getting information out to the community.

Public Comment on Agenda Items Only:

Tony Engelberg, 115 Cogshall St, addressed the board. He would like the Woodlands Ordinance sent back to the Planning Commission for review and approval. It was too restrictive before, and the Planner has since updated it. They will then send it back to the Township Board for approval.

Supervisor Kullis stated that the November 15, 2017 Township Board meeting minutes were amended to clarify the discussion had with the Township Attorney regarding the HOA Great Lakes Special Assessment.

- **Supervisor Kullis made a motion to open the consent agenda. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**
- **Clerk Winchester made a motion to move #2, 4, 5c down to #8. Supervisor Kullis supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**

Old Business: N.A.

New Business:

1. **Planning Commission Appointments (2) for term 01-01-18 to 12-31-20.**

- **Clerk Winchester made a motion to approve Tony Engelberg to be appointed to the Planning Commission for the term of 01-01-18 to 12-31-20. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**
 - **Treasurer Freeman made a motion to approve Glen Mitchell to be appointed to the Planning Commission for the term of 01-01-18 to 12-31-20. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**
- 2. Board of Review Appointment (1) for term 01-01-18 to 12-31-20.**
- **Treasurer Freeman made a motion to approve Jim Clark to be appointed to the Board of review for the term of 01-01-18 to 12-31-20. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**
- 3. Board of Review Alternate Appointment (1) for term 01-01-18 to 12-31-20.**
- **Treasurer Freeman made a motion to approve Lori Goldsmith to be appointed to the Board of review for the term of 01-01-18 to 12-31-20. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**
- 4. Proposal Code of Ordinance Amendment – Tree and Woodlands.**
- Township Planner, Mike Deem, stated the original draft was too restrictive on citizens, but the bones of the ordinance are still good. The goal in doing this is to prevent clear cutting, both residential and commercial. He recommends sending it back to the Planning Commission for approval.
- **Trustee Feeney made a motion to send the Proposal Code of Ordinance Amendment – Tree and Woodlands, back to the Planning Commission for review. Trustee Ruth supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**
- 5. Proposal for Sign Ordinance Amendments.**
- This is needed to review and address certain issues that have come up since the ordinance was put into place and a supreme court ruling. Three main issues are that anything could be considered a political sign, the number of non-conforming signs that were already in place before the ordinance, and the size of signs will all be addressed. A Not to Exceed amount of \$4,080.00 was proposed for 2 rough drafts.
- **Supervisor Kullis made a motion to approve the Proposal for Sign Ordinance Amendments. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**
- 6. Consent Agenda Item #2 - Amendment to Minutes – November 15, 2017.**

- **Supervisor Kullis made a motion to approve the November 15, 2017 minutes. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes, except for Trustee Feeney; the motion carried by a 4/1 vote.**

7. Consent Agenda Item #4 - Approval of Bills for Payment – December 2017.

Supervisor Kullis wanted to let the public know how paying bills works and what falls under operating expenses. Starting in 2018 on the Consent Agenda; you will begin to see the approval of bills for payment with the dollar amounts shown, in the interest of keeping things transparent.

- **Supervisor Kullis made a motion to approve the December 2017 Bills for Payment. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

8. Consent Agenda Item 5c – Building Permits, from Consent Agenda.

Supervisor Kullis wanted to point out that the economy is changing, based on the number of building permits being sold. The total amount for 2016 was \$54,613, which included 101 building permits. 2017 total amounted to \$116,235 and included 204 building permits. The lists can be obtained by emailing the Township Clerk.

- **Supervisor Kullis made a motion to approve the Building Permits, from Consent Agenda. Clerk Winchester supported the motion. A voice vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

Public Comment – Non-agenda:

Tony Engelberg, 115 Cogshall, addressed the board.

Adjournment

Supervisor Kullis, hearing no other business, adjourned the meeting at 7:35 pm.

Courtney Scian
Recording Secretary

PERIOD ENDING 12/31/2017

FINANCIAL STATEMENT

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE 12/31/2017	ACTIVITY FOR MONTH 12/31/2017	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL				

Fund 101 - GENERAL FUND

Revenues							
Dept 000-GENERAL							
101-000-410-000	CURRENT TAX COLLECTION	284,395.00	30,426.06	31,041.13	253,968.94	10.70	
101-000-415-000	PENALTIES & INTEREST	1,000.00	0.00	0.00	1,000.00	0.00	
101-000-423-000	MOBILE HOME FEES	950.00	0.00	0.00	950.00	0.00	
101-000-445-000	SCHOOL COLLECTION	28,482.00	28,830.00	5,150.00	(348.00)	101.22	
101-000-447-000	ADMINISTRATIVE FEE	86,431.00	75,179.17	1,557.67	11,251.83	86.98	
101-000-479-000	ANIMAL LICENSES	700.00	82.00	0.00	618.00	11.71	
101-000-501-000	COMMUNITY DEVELOPMENT	14,929.00	0.00	0.00	14,929.00	0.00	
101-000-574-000	STATE SHARED REVENUES	414,227.00	77,569.00	0.00	336,658.00	18.73	
101-000-622-000	ZONING FEES	750.00	777.00	0.00	(27.00)	103.60	
101-000-623-000	MINING FEES	6,703.00	0.00	0.00	6,703.00	0.00	
101-000-624-000	PLANNING FEES	2,800.00	3,720.00	160.00	(920.00)	132.86	
101-000-627-000	COPIES & PRINTED MATERIALS	150.00	126.75	33.75	23.25	84.50	
101-000-664-000	INTEREST	4,750.00	1,436.92	0.00	3,313.08	30.25	
101-000-676-000	FRANCHISE FEES	64,486.00	16,383.59	0.00	48,102.41	25.41	
101-000-684-000	CONTRACT PAYMENTS	60,000.00	20,000.00	5,000.00	40,000.00	33.33	
101-000-685-000	MISCELLANEOUS	500.00	187.97	75.00	312.03	37.59	
101-000-694-000	TRANSFER FROM FUND BALANCE	61,000.00	0.00	0.00	61,000.00	0.00	
Total Dept 000-GENERAL		1,032,253.00	254,718.46	43,017.55	777,534.54	24.68	

TOTAL REVENUES

Expenditures							
Dept 101-TOWNSHIP BOARD							
101-101-702-000	SALARIES	6,200.00	3,935.00	1,375.00	2,265.00	63.47	
101-101-715-000	SOCIAL SECURITY	500.00	301.02	105.18	198.98	60.20	
101-101-830-000	DUES, SUBS & TUITION	500.00	0.00	0.00	500.00	0.00	
101-101-860-000	MILEAGE REIMBURSEMENT	200.00	0.00	0.00	200.00	0.00	
Total Dept 101-TOWNSHIP BOARD		7,400.00	4,236.02	1,480.18	3,163.98	57.24	

Dept 171-SUPERVISOR

101-171-702-000	SALARIES	59,252.00	29,625.96	4,937.66	29,626.04	50.00	
101-171-715-000	SOCIAL SECURITY	4,900.00	2,449.98	408.33	2,450.02	50.00	
101-171-720-000	HEALTH OPT OUT PAYMENT	4,800.00	2,400.00	400.00	2,400.00	50.00	
101-171-830-000	DUES, SUBS & TUITION	2,000.00	20.00	0.00	1,980.00	1.00	
101-171-860-000	MILEAGE REIMBURSEMENT	700.00	0.00	0.00	700.00	0.00	
Total Dept 171-SUPERVISOR		71,652.00	34,495.94	5,745.99	37,156.06	48.14	

Dept 191-ELECTIONS

101-191-740-000	OPERATING EXPENSES	9,000.00	0.00	0.00	9,000.00	0.00	
101-191-802-000	SALARIES	24,400.00	0.00	0.00	24,400.00	0.00	
Total Dept 191-ELECTIONS		33,400.00	0.00	0.00	33,400.00	0.00	

Dept 209-EXPENSES

101-209-802-000	ASSESSING CONTRACT	86,000.00	0.00	0.00	86,000.00	0.00	
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PERIOD ENDING 12/31/2017

FINANCIAL STATEMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017	ACTIVITY FOR MONTH 12/31/2017	AVAILABLE BALANCE	% BDTG USED
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 209-EXPENSES		86,000.00	0.00	0.00	86,000.00	0.00
Dept 215-CLERK						
101-215-702-000	SALARIES	59,252.00	29,625.96	4,937.66	29,626.04	50.00
101-215-715-000	SOCIAL SECURITY	4,600.00	2,266.39	377.72	2,333.61	49.27
101-215-830-000	DUES, SUBS & TUITION	2,000.00	210.00	0.00	1,790.00	10.50
101-215-860-000	MILEAGE REIMBURSEMENT	700.00	0.00	0.00	700.00	0.00
101-215-861-000	LODGING & MEALS	400.00	0.00	0.00	400.00	0.00
Total Dept 215-CLERK		66,952.00	32,102.35	5,315.38	34,849.65	47.95
Dept 216-DEPUTY CLERK						
101-216-702-000	SALARIES	34,135.00	17,067.48	2,844.58	17,067.52	50.00
101-216-715-000	SOCIAL SECURITY	2,650.00	1,305.66	217.61	1,344.34	49.27
101-216-830-000	DUES, SUBS & TUITION	400.00	30.00	0.00	370.00	7.50
101-216-860-000	MILEAGE REIMBURSEMENT	200.00	0.00	0.00	200.00	0.00
Total Dept 216-DEPUTY CLERK		37,385.00	18,403.14	3,062.19	18,981.86	49.23
Dept 230-COMMUNITY DEVELOPMENT						
101-230-803-000	COMMUNITY DEVELOPMENT BLOCK GRANT	14,929.00	0.00	0.00	14,929.00	0.00
Total Dept 230-COMMUNITY DEVELOPMENT		14,929.00	0.00	0.00	14,929.00	0.00
Dept 247-BOARD OF REVIEW						
101-247-702-000	SALARIES	2,500.00	134.00	50.00	2,366.00	5.36
101-247-715-000	SOCIAL SECURITY	350.00	10.25	3.82	339.75	2.93
101-247-830-000	DUES, SUBS & TUITION	200.00	0.00	0.00	200.00	0.00
101-247-860-000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00
Total Dept 247-BOARD OF REVIEW		3,150.00	144.25	53.82	3,005.75	4.58
Dept 253-TREASURER						
101-253-702-000	SALARIES	59,252.00	29,625.96	4,937.66	29,626.04	50.00
101-253-715-000	SOCIAL SECURITY	4,600.00	2,266.39	377.74	2,333.61	49.27
101-253-830-000	DUES, SUBS & TUITION	1,400.00	40.00	0.00	1,360.00	2.86
101-253-860-000	MILEAGE REIMBURSEMENT	700.00	0.00	0.00	700.00	0.00
101-253-861-000	LODGING & MEALS	400.00	0.00	0.00	400.00	0.00
Total Dept 253-TREASURER		66,352.00	31,932.35	5,315.40	34,419.65	48.13
Dept 254-DEPUTY TREASURER						
101-254-702-000	SALARIES	34,135.00	17,067.48	2,844.58	17,067.52	50.00
101-254-715-000	SOCIAL SECURITY	2,650.00	1,305.66	217.61	1,344.34	49.27
101-254-830-000	DUES, SUBS & TUITION	400.00	25.00	0.00	375.00	6.25
101-254-860-000	MILEAGE REIMBURSEMENT	200.00	0.00	0.00	200.00	0.00

User: KARIN
 DB: Holly Township
 PERIOD ENDING 12/31/2017

FINANCIAL STATEMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017	ACTIVITY FOR MONTH 12/31/2017	AVAILABLE BALANCE	% BDGT USED
		NORMAL (ABNORMAL	NORMAL (ABNORMAL	INCREASE (DECREA	NORMAL (ABNORMAL	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 254-DEPUTY TREASURER		37,385.00	18,398.14	3,062.19	18,986.86	49.21
Dept 255-GENERAL OFFICE STAFF						
101-255-703-000	SALARIES - CODE ENFORCE/ASSIST TO SUPERV	28,000.00	14,125.04	2,358.34	13,874.96	50.45
101-255-704-000	SALARIES - ZONING ADMINISTRATION	8,000.00	4,000.02	666.67	3,999.98	50.00
101-255-715-000	SOCIAL SECURITY	3,700.00	1,530.17	229.51	2,169.83	41.36
101-255-830-000	DUES, SUBS & TUITION	800.00	0.00	0.00	800.00	0.00
101-255-860-000	MILEAGE REIMBURSEMENT	400.00	0.00	0.00	400.00	0.00
Total Dept 255-GENERAL OFFICE STAFF		40,900.00	19,655.23	3,254.52	21,244.77	48.06
Dept 265-TOWN HALL						
101-265-850-000	TELEPHONE	4,800.00	1,794.15	24.43	3,005.85	37.38
101-265-920-000	UTILITIES	10,000.00	2,808.44	166.66	7,191.56	28.08
101-265-930-000	MAINTENANCE & REPAIRS	30,000.00	11,333.60	1,609.57	18,666.40	37.78
Total Dept 265-TOWN HALL		44,800.00	15,936.19	1,800.66	28,863.81	35.57
Dept 289-GENERAL SERVICES						
101-289-719-000	PENSION	27,500.00	13,925.46	2,342.99	13,574.54	50.64
101-289-720-000	HEALTH/LIFE INSURANCE	95,000.00	41,054.03	6,061.72	53,945.97	43.21
101-289-726-000	OPERATING EXPENSES	25,000.00	9,853.33	1,405.76	15,146.67	39.41
101-289-801-000	ACCOUNTANT	11,500.00	2,936.37	7,500.00	8,563.63	25.53
101-289-802-000	CONTRACTED SERVICES	1,500.00	587.50	0.00	912.50	39.17
101-289-804-000	ATTORNEY	35,000.00	4,745.00	1,703.00	30,255.00	13.56
101-289-816-000	COMPUTER MAINTENANCE	18,000.00	4,621.00	679.00	13,379.00	25.67
101-289-820-000	ORDINANCE CODIFICATION	5,000.00	1,300.00	950.00	3,700.00	26.00
101-289-830-000	DUES, SUBS & TUITION	5,000.00	5,023.17	0.00	(23.17)	100.46
101-289-900-000	LEGAL NOTICES	5,500.00	1,975.08	(363.83)	3,524.92	35.91
101-289-910-000	INSURANCE	10,500.00	10,887.00	0.00	(387.00)	103.69
101-289-955-000	MISCELLANEOUS	20,000.00	4,183.65	(830.00)	15,816.35	20.92
101-289-970-000	CAPITAL OUTLAY - BARN PROJECT	101,000.00	80,274.29	5,149.90	20,725.71	79.48
101-289-971-000	CAPITAL PROJECT FUND	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 289-GENERAL SERVICES		380,500.00	181,365.88	24,598.54	199,134.12	47.67
Dept 400-PLANNING, ZONING AND CODE ENFORCEMENT						
101-400-702-000	PLANNING COMMISSION SALARIES	9,500.00	1,710.00	570.00	7,790.00	18.00
101-400-705-000	CODE ENFORCEMENT	0.00	609.88	0.00	(609.88)	100.00
101-400-715-000	SOCIAL SECURITY	800.00	24.31	43.61	775.69	3.04
101-400-802-000	CONTRACTED SERVICES	2,500.00	550.00	0.00	1,950.00	22.00
101-400-811-000	PLANNER SERVICES	17,823.00	2,986.00	528.00	14,837.00	16.75
101-400-812-000	ENGINEER SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-400-830-000	DUES, SUBS & TUITION	2,100.00	534.00	120.00	1,566.00	25.43
101-400-860-000	MILEAGE REIMBURSEMENT	700.00	161.57	161.57	538.43	23.08
Total Dept 400-PLANNING, ZONING AND CODE ENFORCEMENT		34,423.00	6,575.76	1,423.18	27,847.24	19.10
Dept 410-BOARD OF APPEALS						
101-410-702-000	SALARIES	600.00	95.00	0.00	505.00	15.83

FINANCIAL STATEMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017	ACTIVITY FOR MONTH 12/31/2017	AVAILABLE BALANCE	% BDGT USED
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-410-715-000	SOCIAL SECURITY	100.00	7.27	0.00	92.73	7.27
101-410-802-000	SALARIES	500.00	0.00	0.00	500.00	0.00
101-410-830-000	DUES, SUBS & TUITION	500.00	236.00	0.00	264.00	47.20
101-410-860-000	MILEAGE REIMBURSEMENT	200.00	0.00	0.00	200.00	0.00
Total Dept 410-BOARD OF APPEALS		1,900.00	338.27	0.00	1,561.73	17.80
Dept 450-PUBLIC WORKS						
101-450-520-000	CEMETERY	2,500.00	200.00	200.00	2,300.00	8.00
101-450-521-000	CLEANUP DAYS	9,000.00	0.00	0.00	9,000.00	0.00
101-450-930-000	ROAD GRAVEL	25,000.00	0.00	0.00	25,000.00	0.00
101-450-930-002	ROAD MAINT.-CHLORIDE	66,000.00	65,097.00	0.00	903.00	98.63
Total Dept 450-PUBLIC WORKS		102,500.00	65,297.00	200.00	37,203.00	63.70
Dept 660-COMMUNITY SERVICES						
101-660-844-000	YOUTH ASSISTANCE	2,625.00	2,625.00	0.00	0.00	100.00
Total Dept 660-COMMUNITY SERVICES		2,625.00	2,625.00	0.00	0.00	100.00
TOTAL EXPENDITURES		1,032,253.00	431,505.52	55,312.05	600,747.48	41.80
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,032,253.00	254,718.46	43,017.55	777,534.54	24.68
TOTAL EXPENDITURES		1,032,253.00	431,505.52	55,312.05	600,747.48	41.80
NET OF REVENUES & EXPENDITURES		0.00	(176,787.06)	(12,294.50)	176,787.06	100.00
BEG. FUND BALANCE		1,207,474.37	1,207,474.37			
END FUND BALANCE		1,207,474.37	1,030,687.31			

FINANCIAL STATEMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017	ACTIVITY FOR MONTH 12/31/2017	AVAILABLE BALANCE	% BDTG & USED
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT						
Revenues						
Dept 000-GENERAL						
206-000-410-000	CURRENT TAX COLLECTION	520,781.00	58,549.39	58,549.39	462,231.61	11.24
206-000-664-000	INTEREST	350.00	111.57	18.69	238.43	31.88
Total Dept 000-GENERAL		521,131.00	58,660.96	58,568.08	462,470.04	11.26
TOTAL REVENUES		521,131.00	58,660.96	58,568.08	462,470.04	11.26
Expenditures						
Dept 206						
206-206-740-000	OPERATING EXPENSES	800.00	160.18	0.00	639.82	20.02
206-206-802-000	CONTRACTED SERVICES	485,000.00	240,000.00	0.00	245,000.00	49.48
Total Dept 206		485,800.00	240,160.18	0.00	245,639.82	49.44
Dept 209-EXPENSES						
206-209-971-000	CAPITAL OUTLAY - FIRE HYDRANT WELL	35,331.00	0.00	0.00	35,331.00	0.00
Total Dept 209-EXPENSES		35,331.00	0.00	0.00	35,331.00	0.00
TOTAL EXPENDITURES		521,131.00	240,160.18	0.00	280,970.82	46.08
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:						
TOTAL REVENUES		521,131.00	58,660.96	58,568.08	462,470.04	11.26
TOTAL EXPENDITURES		521,131.00	240,160.18	0.00	280,970.82	46.08
NET OF REVENUES & EXPENDITURES		0.00	(181,499.22)	58,568.08	181,499.22	100.00
BEG. FUND BALANCE		331,318.49	331,318.49			
END FUND BALANCE		331,318.49	149,819.27			

PERIOD ENDING 12/31/2017

FINANCIAL STATEMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017	ACTIVITY FOR MONTH 12/31/2017	AVAILABLE BALANCE	% BDDT USED
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 249 - BUILDING						
Revenues						
Dept 000-GENERAL						
249-000-476-000	BUILDING LICENSES & PERMITS	90,000.00	48,784.15	5,894.50	41,215.85	54.20
249-000-664-000	INTEREST	75.00	0.00	0.00	75.00	0.00
	Total Dept 000-GENERAL	90,075.00	48,784.15	5,894.50	41,290.85	54.16
TOTAL REVENUES						
		90,075.00	48,784.15	5,894.50	41,290.85	54.16
Expenditures						
Dept 371-BUILDING INSPECTION						
249-371-740-000	OPERATING EXPENSES	10,000.00	10,929.88	174.90	(929.88)	109.30
249-371-802-000	BUILDING INSPECTOR	44,075.00	13,322.87	3,442.08	30,752.13	30.23
249-371-803-000	ELECTRICAL INSPECTOR	12,000.00	6,274.75	966.00	5,725.25	52.29
249-371-804-000	MECHANICAL INSPECTOR	12,000.00	6,820.55	1,275.00	5,179.45	56.84
249-371-805-000	PLUMBING INSPECTOR	12,000.00	3,933.55	409.80	8,066.45	32.78
	Total Dept 371-BUILDING INSPECTION	90,075.00	41,281.60	6,267.78	48,793.40	45.83
TOTAL EXPENDITURES						
		90,075.00	41,281.60	6,267.78	48,793.40	45.83
Fund 249 - BUILDING:						
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
BEG. FUND BALANCE		0.00	7,502.55	(373.28)	(7,502.55)	100.00
END FUND BALANCE		75,034.06	75,034.06			
		75,034.06	82,536.61			
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES						
BEG. FUND BALANCE - ALL FUNDS		1,643,459.00	362,163.57	107,480.13	1,281,295.43	22.04
END FUND BALANCE - ALL FUNDS		1,643,459.00	712,947.30	61,579.83	930,511.70	43.38
		0.00	(350,783.73)	45,900.30	350,783.73	100.00
		1,613,826.92	1,613,826.92			
		1,613,826.92	1,263,043.19			

BILLS FOR PAYMENT

01/11/2018

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP
 INVOICE DUE DATES 12/22/2017 - 01/17/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	GL Desc	Invoice Description	Amount
Fund 101 GENERAL FUND			
101-171-830-000	DUES, SUBS & TUITION	JAN-17	40.00
101-171-830-000	DUES, SUBS & TUITION	JAN-17	20.00
101-215-830-000	DUES, SUBS & TUITION	JAN-17	40.00
101-215-830-000	DUES, SUBS & TUITION	JAN-17	20.00
101-253-830-000	DUES, SUBS & TUITION	JAN-17	20.00
101-255-830-000	DUES, SUBS & TUITION	JAN-17	40.00
101-255-830-000	DUES, SUBS & TUITION	JAN-17	20.00
101-265-850-000	TELEPHONE	DEC-17	343.14
101-265-920-000	UTILITIES	DEC-17 TOWNSHIP UTILITES	450.15
101-265-920-000	UTILITIES	DEC-17 WATER	37.05
101-265-930-000	MAINTENANCE & REPAIRS	DEC-17 OFFICE CLEANING	100.00
101-265-930-000	MAINTENANCE & REPAIRS	NOV-17 RUGS	110.76
101-265-930-000	MAINTENANCE & REPAIRS	DEC-17 RUGS	175.83
101-289-726-000	OPERATING EXPENSES	DEC-17 WATER COOLER	43.35
101-289-726-000	OPERATING EXPENSES	NOV-17 WINTER TAX BILLS	402.83
101-289-726-000	OPERATING EXPENSES	DEC-17	34.84
101-289-726-000	OPERATING EXPENSES	JAN-17 ELEVATOR OPERATING RENEWAL	180.00
101-289-726-000	OPERATING EXPENSES	QTR POSTAGE METER LEASE	74.13
101-289-726-000	OPERATING EXPENSES	DEC-17 TAX FORMS 2017	133.13
101-289-726-000	OPERATING EXPENSES	DEC-17 COPIER IMAGES	158.20
101-289-726-000	OPERATING EXPENSES	DEC-17 OFFICE SUPPLIES	113.11
101-289-816-000	COMPUTER MAINTENANCE	DEC-17 BS & A TAX SUPPORT	796.46
101-289-970-000	CAPITAL OUTLAY - BARN PR	DEC-17	73.67
			3,426.65
Fund 249 BUILDING			
249-371-802-000	BUILDING INSPECTOR	DEC-17 12/01/17 - 12/15/17	2,337.08
249-371-802-000	BUILDING INSPECTOR	DEC-17 12/16/17 - 12/31/17	152.75
249-371-803-000	ELECTRICAL INSPECTOR	DEC-17 12/01/17 - 12/15/17	417.00
249-371-803-000	ELECTRICAL INSPECTOR	DEC-17 12/16/17 - 12/31/17	90.00
249-371-804-000	MECHANICAL INSPECTOR	DEC-17 12/01/17 - 12/15/17	382.20
249-371-804-000	MECHANICAL INSPECTOR	DEC-17 12/16/17 - 12/31/17	184.20
249-371-805-000	PLUMBING INSPECTOR	DEC-17 12/01/17 - 12/15/17	165.00
			3,728.23
		Fund 101 GENERAL FUND	3,426.65
		Fund 249 BUILDING	3,728.23
		Total For All Funds:	7,154.88

NORTH OAKLAND COUNTY FIRE AUTHORITY
December 21, 2017

The following firefighters and guests were present.

Deputy Chief Doug Smith
Don Walls
Captain Tim Seal
Lt. Joe Durocher

Chairperson Winchester called the regular meeting of the North Oakland County Fire Authority to order at 3:00 P.M. at Rose Township Offices, 9080 Mason St., Holly, MI.

Roll Call: Present – P. Gambka, K. Winchester, G. Kullis, D. Scheib-Snider, Chief Lintz.
Absent –None.
Excused - D. Curtis .

Moved by Kullis, seconded by Gambka, motion carried, to excuse D. Curtis from the meeting on December 21, 2017.

CONSENT AGENDA APPROVAL

Moved by Kullis, seconded by Scheib-Snider, motion carried, to approve the following items under the consent agenda:

Proposed agenda for December 21, 2017

Approval of meeting minutes of the regular meeting on September 21, 2017

General Fund Revenue and Expense Report Year to Date

Equipment Replacement Fund Revenue and Expense Report Year to Date

Funds Available as of 11/30/2017

- Checking Account \$ 39,145.01
- Statement Savings Account \$ 130,353.81
- Capital Replacement Savings Account \$ 63,270.99
- Bills for Payment (11/17/17 to 12/19/17) \$ 47,815.32
- Cost of Payroll (11/30/17, 12/14/2017) \$ 61,482.95
- November 2017 Run Report
- Accounts Receivable Report, Medical - \$ 69,735.39, Fire - \$8,768.00 as of 11/30/2017
- Aging Accounts Turned Over to Collections as of 11/30/17 \$141,214.41

Voting yes –Kullis, Scheib-Snider, Winchester, Gambka.

Voting no – None.

Excused –Curtis.

PRESENTATION- There was no presentation.

OLD BUSINESS - There was no old business.

NEW BUSINESS

Renewal of Chiefs Employment Contract

Moved by Gambka, seconded by Scheib-Snider, motion carried, to renew the Chiefs employment contract with a contract length of seven years, ending December 31, 2025.

Voting yes – Gambka, Scheib-Snider, Winchester, Kullis.

Voting no – None.

Excused – Curtiis.

FY 2018 Mid Year Budget Amendments

Moved by Kullis, seconded by Gambka, motion carried, to approve the FY 2018 mid year budget amendments as proposed (copy attached).

Voting yes – Kullis, Gambka, Winchester, Scheib-Snider.

Voting no – None.

Excused – Curtis.

Capital Purchase Request For New Fire Chiefs Vehicle

Moved by Kullis, seconded by Scheib-Snider, motion carried, to approve the purchase of a new fire chiefs vehicle as proposed.

Voting yes – Kullis, Scheib-Snider, Winchester, Gambka.

Voting no – None.

Excused – Curtis.

Employees Wages

Chief Lintz discussed that the department needs to look at increasing wages and made suggestions for consideration of ways to accomplish this.

Reports

Incident Run Data for December 2017 – there were 78 runs for the department. Holly Township –45, Rose Township – 23, I-75 – 6, out of district - 4.

Chief Lintz reported that the department will add a BLS unit to Station #3, 2017 AFG Grant applications will be submitted soon and the ISO audit went well.

Rose Township – No report.

Holly Township – No report

Citizen At Large –No report.

PUBLIC COMMENTS There was no public comment.

ADJOURNMENT

The meeting was adjourned at 3:55 P.M
Patricia A. Walls, Recording Secretary

Revenue Totals Report

Record Type	Exact Type	Category	Description	Entries	Amount
Permit	Building	Plan Review	Fire Department Plan Review	1	150.00
Permit	Building	Residential	Res, Addition	1	133.00
Permit	Building	Residential	Res, Porch/Deck/Balcony	1	45.00
Permit	Building	Residential	Res, Remodel	1	160.00
Permit	Building	Residential	Residential New SF	1	3,042.50
Permit	Building	Standard Item	Base fee	4	300.00
Permit	Electrical	Inspection	NEW SF DWELLING UP TO 200 AMPS	2	550.00
Permit	Electrical	Service	Service, 15 thru 200 amps	1	35.00
Permit	Electrical	Standard Item	Circuit	1	35.00
Permit	Electrical	Standard Item	PERMIT BASE FEE	3	225.00
Permit	Mechanical	Cooling	CENTRAL A/C UP TO 8 HP	1	45.00
Permit	Mechanical	Heating	GAS OR SOLID FUEL MANUFACT FIREP	2	50.00
Permit	Mechanical	Piping	Piping, Gas, per Outlet	2	64.00
Permit	Mechanical	Standard Item	FUEL BURNING EQUIPMENT	1	45.00
Permit	Mechanical	Standard Item	Humidifier	1	15.00
Permit	Mechanical	Standard Item	Permit Base Fee	2	150.00
Permit	Mechanical	Standard Item	Res, New SF Dwelling	2	500.00
Permit	Mechanical	Tank	TANK, AGROUND	1	75.00
Permit	Plumbing	Standard Item	Res, New SF Dwelling	1	275.00
Totals				29	5,894.50

Population: All Records

Transaction.DateToPostOn Between 12/1/2017
12:00:00 AM AND 12/31/2017 11:59:59 PM

Township of Holly

Mark C. Freeman, Treasurer

102 Civic Drive

Holly, MI 48442

Phone: 248 634-9331 Ext. 302

FAX: 248 634-5482

TREASURER'S QUARTERLY REPORT

MCL 129.96 AND PUBLIC ACT 213 OF 2007 AMENDMENT

TO: ALL HOLLY TOWNSHIP BOARD MEMBERS

FROM: MARK C. FREEMAN, HOLLY TOWNSHIP TREASURER

SUBJECT: INVESTMENT UPDATE

DATE: AS OF 12/31/2017

TOTAL HOLLY TOWNSHIP GENERAL FUND: \$622,744.12 (EXCLUDING INTEREST)
TOTAL FUND BALANCE IS INVESTED WITH MULTI-BANK SECURITIES, INC.

TOTAL HOLLY TOWNSHIP CAPITAL PROJECT FUND: \$507,245.86 (EXCLUDING INTEREST)
TOTAL FUND BALANCE IS INVESTED WITH MULTI-BANK SECURITIES, INC.

TOTAL HOLLY TOWNSHIP LIBRARY FUND: \$521,825.09 (EXCLUDING INTEREST)
TOTAL FUND BALANCE IS INVESTED WITH MULTI-BANK SECURITIES, INC.

TOTAL HOLLY TOWNSHIP PARKS AND RECREATION FUND: \$214.63 (EXCLUDING INTEREST)
TOTAL FUND BALANCE IS INVESTED WITH MULTI-BANK SECURITIES, INC.

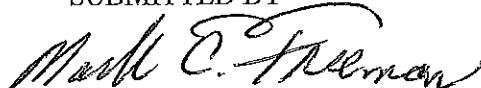
ALL FUNDS ARE INVESTED IN CERTIFICATES OF DEPOSIT OR THE MONEY MARKET AND ARE FULLY INSURED BY THE F.D.I.C.

FULL REPORTS FROM MULTI-BANK SECURITIES, INC. ARE AVAILABLE UPON REQUEST FROM THE TOWNSHIP CLERK.

ALL INTEREST REPORTED IN ANNUAL TREASURER'S REPORT IN OCTOBER EACH YEAR.

TOTAL ANNUAL INTEREST IS ADDED TO THE FUND BALANCE REPORT AT THE END OF EACH FISCAL YEAR.

SUBMITTED BY



MARK C. FREEMAN
HOLLY TOWNSHIP TREASURER

Office of the Clerk
248-634-9331
Fax: 248-634-5482



George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Mark Freeman, Treasurer
Patrick Feeney, Trustee
Steve Ruth, Trustee

RESOLUTION 2018-01
CDBG REQUEST FOR REPROGRAM OF FUNDS

WHEREAS, Holly Township allocated 2016 Program Year funding for the Emergency Services, and

WHEREAS, Holly Township has not used any Emergency Services Funds, and

WHEREAS, Holly Township has allocated 2017 Program Year funding for Safety Oakland County Home Improvement, and

WHEREAS, Oakland County has not used Holly Townships funding, and

WHEREAS, the Village of Holly is demolishing and clearing 610 N. Saginaw, and

WHEREAS, the Village of Holly's Clearance and Demolition Project is in need of funding and is an eligible CDBG Project.

NOW THEREFORE, BE IT RESOLVED that the Holly Township Board of Trustees requests the reprogramming of 2016 and 2017 Community Development Block Grant Funds as follows:

FROM:

- PY 2016 730571 Emergency Services \$4,576.00
- PY 2016 730345 Clearance and Demolition – Holly Village Project \$4,576.00

TO:

- PY 2017 730898 O.C. Home Improvement \$10,680.00
- PY 2017 730345 Clearance and Demolition – Holly Village Project \$10,680.00

ADOPTED by the Holly Township Board of Trustees this 17th day of January, 2018.

Motion by:

Supported by:

Ayes:

Nays:

Absent:

Office of the Clerk
248-634-9331
Fax: 248-634-5482



Holly Township
102 Civic Drive
Holly, MI 48442
(248) 634-9331

Certification

George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Mark Freeman, Treasurer
Patrick Feeney, Trustee
Steve Ruth, Trustee

I, Karin S. Winchester, duly elected, Clerk of Holly Township, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2018-01 adopted by the Holly Township Board of Trustees at its regular meeting held on January 17, 2018 at which a quorum was present.

Karin S. Winchester, MMC
Holly Township Clerk
Oakland County, Michigan