

Holly Township
Board of Trustees – Regular Virtual Meeting
Minutes of May 20, 2020

Call to Order: Supervisor Kullis called the regular meeting of the Holly Township Board of Trustees to order at 6:40 p.m. Held on Zoom Webinar.

Roll Call:

Members Present:

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

CONSENT AGENDA:

1. Agenda Approval.
2. Approval of Regular Meeting Minutes – April 15, 2020
3. Approval of Special Meeting Minutes – April 22, 2020
4. Approval of Financial Statement – April 2020.
5. Approval of Bills for Payment – May 2020.
6. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – April 14, 2020.
 - B. Planning Commission Minutes – NA.
 - C. Building Permits – April 2020.
 - D. Treasurer’s Annual and Quarterly Report – NA.
7. Communications:

Agenda Approval:

No discussion.

- **Clerk Winchester made a motion to approve the Consent Agenda as presented. Trustee Ruth supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**

Public Hearings: none.

Presentation: none.

Reports:

Trustee Feeney reported to the Board of Trustees regarding the last Planning Commission Virtual Meeting; the Commission approved the Consumers Energy request for improvements at their station on Grange Hall Road at Riverside Drive.

Trustee Ruth spoke to the Board of Trustees about the water over North Holly Rd due to excessive seasonal rains; this flooding will be addressed by the North Holly Road project starting in June.

Supervisor Kullis reported that testing of the wells at Holly Hills have been conducted; the Village of Holly is responsible for the testing of the wells at their dump property on Falk Rd. Testing of the wells at Holly Hills did not show toxic levels. The Supervisor also informed the Board that the North Holly Road project is currently still on schedule to begin on June 15, 2020. The Supervisor also reported to the Board that the Heritage Farmstead has seen improvements to the right of way and the north field.

Treasurer Freeman stated that Consumers Energy had submitted a request to the Land Division/Combination Committee for the site on Grange Hall Rd; back taxes are required for approval.

Clerk Winchester reported the Michigan Secretary of State has announced they will be sending an AV ballot application to every voter in the State of Michigan for the coming elections.

Public Comment on Agenda Items Only:

Derek Burton, 14016 Fish Lake Rd- addressed the Board regarding the CARES Act Funding.

Old Business:

1. Amended Employee Policies and Procedures-Proposed Resolution 2020-02.

Trustee Ruth stated that section 5.02 for Compensation was not included. Clerk Winchester informed the Board that the Compensation portion of the Employee Policies and Procedures would be presented at the scheduled Budget Hearing on June 11, 2020. The compensation portion is a separate document within the Policies and Procedures.

- **Clerk Winchester moved to approve the Amended Employee Policies and Procedures-Proposed Resolution 2020-02. Supervisor Kullis supported the motion. A roll call was taken; all those present voted yes, motion carried 5/0.**

1. 2020-2021 Parks Budget Proposed Resolution 2020-10.

Trustee Feeny introduced Kellie Determan from the Parks Commission to address the Boards questions submitted following the April meeting. Ms. Determan addressed the following:

- Meetings and Postings- each Parks Commission meeting is posted on the Holly Parks website and at the Nature Center where the meetings are held.
- Assistant Director Pay-the annual pay for the Assistant Director was lowered by \$8,000.00. The Parks Commission eliminated the Assistant Director position allowing for a Seasonal Programmer from April to September.
- Grant Money-the \$50,000 Planning Grant from the Ralph C. Wilson Jr. Foundation. The Director had sought multiple estimates for the Parkour Course at Sorenson Park; only one company provided an estimate in May of 2020. That estimate totaled \$50,000.00 for the planning of the course only.
- Parks Director Leave-the Parks Director Toni Brinker has taken a substantial amount of time off for health concerns. Ms. Brinker has made herself available during these times to keep the Parks running and to answer questions. Ms. Brinker had scheduled her time for the slower months, so it did not affect programs.

- Pee Wee Football Program-the Parks Commission had decided that due to the lack of participation in the program that the Parks would no longer offer a Football Program this year.

Trustee Feeney asked about current programming and the lack of available programs in 2019. Ms. Determan explained that the Director has offered multiple programs but there is not active participation in those programs. It is the intention of the Parks Commission that the part-time Programmer position will create programming that the community will take part in from April to September; unfortunately due to COVID-19 there will not be swimming lessons available this year at the Holly Beach. Trustee Feeney asked about the open hours at the Nature Center located at Sorenson Park. Ms. Determan explained that the Nature Center is open weekdays from noon to 5pm; weekends are not available. Ms. Determan informed the Board of Trustees that when the Nature Center was open on the weekend, they did not have visitors.

Trustee Ruth requested further explanation of the high phone costs within the Parks Budget. Ms. Determan explained that the Director is researching alternatives to lower costs; currently the Parks have two land lines, fax line, cell phone and two tablets under Sprint.

The Board discussed that they would like to see the origin of the figures provided; are the funds from the millage, programs or fundraising. Further discussion was had regarding maintenance costs and the approval of the Parks Commission Chairman as the maintenance person.

Supervisor Kullis asked about the Directors salary increases and the program decreases; the Directors salary has steadily increased as programs and the revenue produced by those programs has decreased.

- **Clerk Winchester moved to approve the 2020-2021 Parks Budget Proposed Resolution 2020-10. No support was offered. Motion failed.**

Trustee Ruth stated that he would like to see comparable salaries for the surrounding communities for Parks Director. The Board discussed a freeze in the Directors salary.

- **Trustee Ruth moved to approve with a freeze on the Directors salary with the amount of \$1,675.00 removed from salary and to be added to Contributions in the budget, until comparable salary information can be found and provided. Treasurer Freeman supported the motion. A roll call was taken; Winchester: yes; Ruth: yes; Freeman: yes; Feeney: no; Kullis: yes; motion carried 4/1.**

New Business:

1. Proposed 2020-2021 NOCFA Budget – Proposed Resolution 2020-11.

Clerk Winchester explained to the Board that the NOCFA Safer Grant would expire in September leaving a large gap in funds.

- **Clerk Winchester moved to approve the Proposed 2020-2021 NOCFA Budget – Proposed Resolution 2020-11. Treasurer Freeman supported the motion. A roll call was taken; all those present voted yes, motion carried 5/0.**

2. NOCFA Request for Funding

Clerk Winchester stated to the Board that NOCFA is requesting additional funding from both Holly Township and Rose Township; Rose Township has approved the request for \$25,000.00. Due to COVID-19, NOCFA has increased hours and training, along with mutual aid to affected communities. The loan money is replaceable by FEMA. The funds will come from the fund balance in the special assessment fund and will be paid back when the FEMA money is received.

- **Trustee Ruth moved to approve the request for \$25,000.00 from NOCFA with a reimbursement by FEMA. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes, motion carried 5/0.**

3. 2019-2020 Budget Amendments – Proposed Resolution 2020-12.

Supervisor Kullis explained that budget amendments allow for the transfer of funds. Clerk Winchester informed the board that Holly Township will see decreased revenue sharing, these amendments adjust for an anticipated loss of \$77,000.00.

- **Trustee Ruth made a motion approve the 2019-2020 Budget Amendments-Proposed Resolution 2020-12. Supervisor Kullis supported the motion. A roll call vote was taken; all those present voted yes; motion passed 5/0.**

4. West Nile Grant-Proposed Resolution 2020-13.

Clerk Winchester informed the Board that this is the resolution approving Holly Township's participation in the Oakland County West Nile grant Program that the Township takes part in each year.

- **Supervisor Kullis made a motion to approve the West Nile Grant-Proposed Resolution 2020-13. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; motion passed 5/0.**

5. 20-2021 Boards and Commissions Meeting Dates – Proposed Resolution 2020-14.

Clerk Winchester explained that this resolution is the approval of the Holly Township meeting dates for 2020-2021.

- **Clerk Winchester moved to approve 20-2021 Boards and Commissions Meeting Dates – Proposed Resolution 2020-14. Trustee Ruth supported the motion. A roll call vote was taken; all those present voted yes; motion passed 5/0.**

6. Dawson Tire

Supervisor Kullis stated that the Board of Trustee had denied the previous request by Dawson Tire to allow Dawson Tire to extend its period of non-payment until April of 2021. Chuck Truan has presented the Board with another request to make interest only payments for six months; Mr. Truan explained to the Bard that Dawson Tire is working at 25% of its usual workload. Supervisor Kullis stated that the approval of this request would require an amendment to the agreement contract. Those legal fees would have to be passed onto Dawson Tire.

Clerk Winchester stated that Holly Township is not a bank, noting that renegotiating is tricky being it is taxpayers' assets.

- **Supervisor Kullis moved to approve the request from Dawson Tire accepting interest only payments for six months with attorney fees to be paid by Dawson Tire. A roll call vote was taken; Feeney: no; Winchester: no; Freeman: yes; Ruth: yes; Kullis: yes; motion passed 3/2.**

Public Comment:

Derek Burton, 14016 Fish Lake Rd - addressed the board.
Mary Blanchard, Old Leake Dr- addressed the board.
Norm Martin- addressed the Board.

Adjournment

Supervisor Kullis, hearing no other business, adjourned the meeting at 8:42 pm.

Amy N. Hillman
Recording Secretary

Karin S. Winchester, Clerk