

Holly Township
Board of Trustees – Regular Virtual Meeting
Minutes of February 17, 2021

Call to Order: Supervisor Kullis called the regular meeting of the Holly Township Board of Trustees to order at 6:30 p.m. Held online on Zoom.

Roll Call:

Members Present:

George Kullis, Supervisor
Mark Freeman, Treasurer
Karin Winchester, Clerk
Steve Ruth, Trustee
Derek Burton, Trustee

CONSENT AGENDA:

1. Approval of Meeting Minutes – January 20, 2021.
2. Approval of the Special Meeting Minutes – February 10, 2021.
3. Approval of Financial Statement – January 2021.
4. Approval of Bills for Payment – February 2021.
5. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – January 19, 2021.
 - B. Planning Commission Minutes – Na.
 - C. Building Permits – January 2021.
 - D. Treasurer’s Annual and Quarterly Report – Na.
6. Communications: None.

Agenda Approval:

Supervisor Kullis requested a correction to the December Board minutes; add Derek Burton as a Trustee and change page 4, HMC to MHC.

- **Trustee Ruth made a motion to approve the Agenda. Trustee Burton supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

Treasurer Freeman asked about adding the Poverty Exemption resolution to the agenda. Clerk Winchester stated that it is on the current agenda, #6 under New Business. Trustee Burton requested a change to the minutes under reports; PFOS to PFAS.

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

Public Hearings: 2021 Community Development Block Grant Application.

- **Clerk Winchester made a motion to open Public Hearing. Trustee Burton supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

None appearing.

- **Clerk Winchester made a motion to close Public Hearing. Trustee Ruth supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

Presentation: none.

Reports:

Trustee gave kudos to the Holly Township Parks and Recreation staff for their successful sled race event. Trustee Burton reported on the previous Planning Commission meeting and discussion for next month.

Treasurer Freeman informed the Board on some possible Land Division Committee changes. Possible changes would include involvement of the Zoning Administrator, Planner and Planning Commission.

Clerk Winchester reported to the Board on the previous NOCFA meeting. Approval of the Articles was voted down; Holly voted no.

Supervisor Kullis congratulated Holly Township Parks on the sled race and the community participation. Supervisor Kullis updated the Board on the Dixie Hwy Sewer Project; Oakland County Parks has approved involvement in the project. Supervisor Kullis informed the Board that there has been no response to his communication to Kim Etheridge at EGLE about Falk Rd.

Public Comment on Agenda Items Only: none.

Old Business:

1. Employee Policies and Procedures – Proposed Resolution 2021-01.

Clerk Winchester stated changes to the document presented were made from the Workshop; changes to page 9 and 32.

- **Clerk Winchester moved to approve the Employee Policies and Procedures- Proposed Resolution 2021-01. Treasurer Freeman supported the motion. A roll call vote was taken; Kullis: yes; Ruth: yes; Freeman: yes; Winchester: yes; Burton: yes; motion carried 5/0.**

Discussion prior to the vote:

Trustee Ruth inquired as to the salaries recommendation to come at budget time. Supervisor Kullis answered that Steve Williams with EctoHR will be presenting at the March meeting. Trustee Burton stated that the Policies and Procedures should be reviewed every 3 to 5 years in the future.

New Business:

1. Fingerprinting Service Contract.

Clerk Winchester stated there was one typo that she could see but the agreement was sound.

- **Trustee Burton moved to approve the interlocal agreement for fingerprinting services between the Village of Holly Police Department and Holly Township. Clerk Winchester supported the motion. A roll call vote was taken; Freeman: yes; Winchester: yes; Kullis: yes; Ruth: yes; Burton: yes; motion carried 5/0.**

2. 2021 Gravel Program.

Supervisor Kullis asked to postpone this issue until he has heard from the Road Commission for Oakland County.

No action.

3. HVAC Maintenance Proposals.

Supervisor Kullis presented three proposals to the Board for HVAC maintenance at the Township Hall. The Board discussed the options amongst themselves.

- **Supervisor Kullis moved to approve the estimate from Staley's for HVAC maintenance. Clerk Winchester supported the motion. A roll call vote was taken; Burton: yes; Winchester: yes; Ruth: yes; Kullis: yes; Kullis: yes; motion carried 5/0.**

4. 2020-2021 Holly Area Youth Assistance Contract.

Clerk Winchester stated that this was the renewal of the annual contract between Holly Township and Holly Area Youth Assistance.

- **Clerk Winchester moved to approve the 2020-2021 Holly Area Youth Assistance contract. Trustee Ruth supported the motion. A roll call vote was taken; Ruth: yes; Freeman: yes; Winchester: yes; Burton: yes; Kullis: yes; motion carried 5/0.**

5. 2021 CDBG Application – Proposed Resolution 2021 – 02.

Clerk Winchester explained that this is the annual application that usually comes around in November; last year with COVID has altered the timeline. The Board discussed different options for distribution of CDBG funds in Holly Township. Trustee Burton asked if the funds could be re-distributed at a later date so that he could research the ability of Holly Township Parks to use the funds for handicapped parking at Sorensen Park.

- **Clerk Winchester moved to approve the 2020-2021 CDBG Application. Treasurer Freeman supported the motion. A roll call vote was taken; Freeman: yes; Burton: yes; Kullis: yes; Winchester: yes; Ruth: yes; motion carried 5/0.**

6. Poverty Exemption Guidelines – Proposed Resolution 2021-03.

Treasurer Freeman informed the Board that this resolution comes from the State of Michigan Act 253-2021 regarding poverty guidelines; this needs to be updated for Holly Township. Clerk Winchester discussed exemption percentages that would need to be addressed by the Board.

- **Treasurer Freeman moved to approve the Poverty Exemption Guidelines – Proposed Resolution 2021-03 at 100% exemption. Trustee Ruth supported the motion. A roll call vote was taken; Winchester: yes; Burton: yes; Kullis: yes; Ruth: yes; Freeman: yes; motion carried 5/0.**

Public Comment: None.

Adjournment

Supervisor Kullis, hearing no other business, adjourned the meeting at 7:15 p.m.

Amy N. Hillman
Recording Secretary

Karin S. Winchester, Clerk