

Holly Township  
Board of Trustees Regular Meeting  
Minutes of May 17, 2023

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**Call to Order:** Supervisor Kullis called the Regular Meeting of the Holly Township Board of Trustees to order at 6:30 p.m. located at the Karl Richter Campus in Holly Area Schools Meeting Room, 920 E. Baird St., Holly, Michigan 48442

**Pledge of Allegiance**

**Roll Call**

**Members Present:**

George A. Kullis, Supervisor  
Karin S. Winchester, Clerk  
Jennifer Ryan, Treasurer  
Derek Burton, Trustee  
Steve Ruth, Trustee

**Members Absent:** None

**Agenda Approval**

- **Motion by Winchester to approve the agenda as presented. Supported by Burton. The motion was carried by a 5/0 voice vote.**

**Consent Agenda:**

1. Approval of Meeting Minutes – April 19, 2023
2. Approval of Special Meeting Minutes – May 2, 2023
3. Approval of Special Meeting Minutes – May 9, 2023
4. Approval of Financial Statement – April 2023
5. Approval of Bills for Payment – May 2023
6. Receipt of Routine Reports:
  - A. N.O.C.F.A. Minutes – No April Meeting
  - B. Planning Commission Minutes – April 4, 2023
  - C. Building Permits – April 2023
  - D. Treasurer’s Annual and Quarterly Report - None
7. Communications: None

- **Motion by Burton to approve the consent agenda as presented. Supported by Winchester. The motion was carried by a 5/0 roll-call vote.**

**Public Hearings:** None

**Presentations:**

FY 21 and 22 Audit Presentation

Tyler Baker, representing the firm of Maner Costerisan, presented the FY21 and FY22 audit reports separately. Board members had the opportunity for questions and comments.

**Sue Julian – Headwaters Trail**

Ms. Julian presented a brief history of the acquisition and improvements of one acre of property on Fish Lake Road which is now ready to be donated to Holly Township for use as a canoe landing accessing the Shiawassee River Water Trail. There was an opportunity for questions and comments from board members.

*The board took a short break at 7:19 p.m. The meeting reconvened at 7:24 p.m.*

**Reports:****Trustees**

Trustee Ruth - No Report.

Trustee Burton

- Read a letter summarizing his support of the acquisition of the property at 4092 Grange Hall Road to house Township offices.

**Clerk**

Clerk Winchester – No Report.

**Treasurer – Ryan**

- MMTA training was educational.
- The tax settlement is complete; the Township is waiting for the delinquent taxes from the county

**Supervisor – Kullis**

- Regarding new Township offices – engineering studies at the Farmstead site determined that a new building would cost \$4M - \$5M. The township saved \$2M - \$2.5M by purchasing the property at 4092 Grange Hall Road. This property establishes the foundation for a municipal complex with space for the Village offices (which have to be relocated), a community center, and a driveway connection to the library property.
- The Oakland County Board of Commissioners has approved an appropriation of \$10 million to help expand sewer capacity along the Dixie Hwy. corridor to service Holly Township, Groveland Township, Brandon Township, and Ortonville.

**Public Comment** – None.

**Old Business:****1. Appointment of Park Commissioner**

- **Motion by Kullis to appoint Jeffrey Lynn Caryl as Park Commissioner to a term through 2024. Supported by Burton. The motion was carried by a 5/0 roll-call vote.**

**2. 2023-2024 Holly Township Parks Proposed Budget**

Donna McBride presented the 2023-2024 budget to the board. There was a period of questions and clarification. The board will review the budget, and it will be presented for approval at the next board meeting.

**New Business:**

1. Approval of FY 2021 and FY 2022 Audits
  - **Motion by Ryan to approve and accept the FY 2021 audit. Supported by Burton. The motion was carried by a 5/0 roll-call vote.**
  - **Motion by Ryan to approve and accept the FY 2022 audit. Supported by Burton. The motion was carried by a 5/0 roll-call vote.**
2. Acceptance of Canoe Landing Donation by Headwaters Trails Proposed Resolution 2023-07, Acknowledgment of Donated Land and Warranty Deed.
  - **Motion by Winchester to accept the Canoe Landing donation by Headwaters Trails Proposed Resolution 2023-07 and acknowledgment of Donated Land and Warranty Deed. Supported by Kullis. The motion was carried by a 5/0 roll-call vote.**
3. Holly Township Code of Ordinance Amendment to Chapter 12 Fire Prevention and Protection, Article III Fire Prevention Code.
  - **Motion by Winchester to approve amendments to Holly Township Code of Ordinance Chapter 12 Fire Prevention and Protection, Article III Fire Prevention Code. Supported by Burton. The motion was carried by a 5/0 voice vote.**
4. CDBG Participation – Proposed Resolution 2023-08
  - **Motion by Burton to approve continued participation in the Oakland County CDBG program Proposed Resolution 2023-08. Supported by Ruth. The motion was carried by a 5/0 roll-call vote.**
5. Office Cleaning Proposals
  - **Motion by Ruth to do a new RFP for office cleaning. Supported by Winchester. The motion was carried by a 5/0 voice vote.**

**Public Comment**

Mary Blanchard, 3444 Oak Creek Dr. addressed the board.  
Anna Matson, 15091 Western Valley Dr. addressed the board.

**Adjournment**

Supervisor Kullis adjourned the meeting at 8:10 p.m.

Diane M. Hill, Recording Secretary

Karin S. Winchester, Clerk