

HOLLY TOWNSHIP
PROPOSED AGENDA
Board of Trustees Regular Meeting
September 20, 2023 6:30 PM
Karl Richter Campus in Holly Area Schools Meeting Room
920 E. Baird St., Holly, Michigan 48442

CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL: George Kullis Karin Winchester Jennifer Ryan Derek Burton Steve Ruth

AGENDA APPROVAL

CONSENT AGENDA:

1. Approval of Meeting Minutes – August 16, 2023.
2. Approval of Financial Statement – August 2023.
3. Approval of Bills for Payment – September 2023.
4. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – August 21, 2023.
 - B. Planning Commission Minutes – August 1, 2023.
 - C. Building Permits – August 2023.
 - D. Treasurer's Annual and Quarterly Report – None.
5. 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 HEARINGS: None.

PRESENTATIONS: None.

REPORTS: TRUSTEES CLERK TREASURER SUPERVISOR

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. AT&T Permit Extension Request.
2. FY 2024 SMART Contract.
3. OPED Valuation Proposals.
4. Early Voting and Polling Location Change – Proposed Resolution 2023-18.
5. Shared Space/Village of Holly.

PUBLIC COMMENT

ADJOURNMENT

Holly Township
Board of Trustees Regular Meeting
Minutes of August 16, 2023

CALL TO ORDER: Supervisor Kullis called the Regular Meeting of the Holly Township Board of Trustees to order at 6:30 pm 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

Others Present:

Amy Hillman, Code Enforcement Officer
Amy Grzymkowski, WOTA

Members Absent: None

AGENDA APPROVAL

- **Motion by Clerk Winchester to approve the agenda as presented. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 5/0.**

CONSENT AGENDA:

1. Approval of Meeting Minutes – June 21, 2023
2. Approval of Financial Statement – June and July 2023
3. Approval of Bills for Payment – July and August 2023
4. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – June 19, 2023 (no July meeting)
 - B. Planning Commission Minutes – June 6 and July 6, 2023
 - C. Building Permits – June and July 2023
 - D. Treasurer's Annual and Quarterly Report – June 2023
5. Communications:
 - a. Letter from Resident dated July 25, 2023 re: Veteran Selling Goods at Grange Hall and Rood Rd. (see attached Act 359 of 1921).

Request to amend the Consent Agenda by removing Item #5 and moving it to Item #7 under New Business.

- **Motion by Clerk Winchester to approve the consent agenda as amended. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 5/0.**

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PUBLIC HEARINGS: None

PRESENTATIONS:

Western Oakland Transportation Authority - Amy Grzymkowski, WOTA

In November 2022 a transit millage was approved allowing WOTA to extend its' services to residents of Holly, Groveland, and Rose Townships. Ms. Grzymkowski presented a map of the service area and stated that additional hires and vehicles will be added to accommodate the expansion. Item #1 under New Business tonight is a proposed resolution that will transfer municipal credits to WOTA if approved.

Holly Township Code Enforcement – Amy Hillman, Code Enforcement Officer

Ms. Hillman asked the board to schedule a special meeting to discuss items in the current code that need to be addressed.

REPORTS:

Trustee Ruth: No Report.

Trustee Burton:

- The Planning Commission considered a special use application for a campground on N. Holly Rd. The owner has a list of general concerns and will come back to a future meeting of the Planning Commission to seek approval for the application.

Clerk Winchester: No Report.

Treasurer Ryan:

- Summer tax bills have been sent.
- We have a new Deputy Treasurer, and she is doing well.
- Working on year end.
- Cash flows are being analyzed for possible investment of funds.

Supervisor Kullis:

- Re-assembly of the Ernst Barn (a dairy barn from the 1850's) is expected to begin on the site in the next 1-2 weeks.
- A resolution providing \$10M for sewer expansion has been approved by the County.

PUBLIC COMMENT (on Agenda items only)

Elizabeth Kelly, 5383 Grange Hall Rd., addressed the board.
Sherlynn Everly, 314 Hadley St., addressed the board.
Jim Koskela, 207 N. Saginaw St., addressed the board.
Angela Wallace, 709 Baird St., addressed the board.

OLD BUSINESS: None

NEW BUSINESS:

1. Acceptance of Transportation Services from WOTA – Proposed Resolution 2023-15
 - **Motion by Trustee Burton to accept transportation services from WOTA, Proposed Resolution 2023-15. Supported by Treasurer Ryan. A roll call vote was taken: Supervisor Kullis – yes; Clerk Winchester – yes; Treasurer Ryan -yes; Trustee Burton – yes; Trustee Ruth – no. The motion was carried 4/1.**
2. Amendment to OC Sewer Agreement
 - **Motion by Clerk Winchester to approve the amendment to the OC Sewer Agreement. Supported by Trustee Burton. A roll-call vote was taken. All present voted yes. The motion was carried 5/0.**
3. Engineering Services Proposal for the Entrance to the New Township Hall

A deceleration lane needs to be created at the entrance of the new Township Hall.

 - **Motion by Clerk Winchester to accept the engineering services proposal for the entrance to the new Township Hall. Supported by Supervisor Kullis. A roll-call vote was taken: Supervisor Kullis – yes; Clerk Winchester – yes; Treasurer Ryan -yes; Trustee Burton – yes; Trustee Ruth – no. The motion was carried 4/1.**
4. Accelerated property Tax Foreclosures – Proposed Resolution 2023-16

This proposal is a program with the county and applies only to abandoned properties. It reduces the customary foreclosure period to two years (rather than three years).

 - **Motion by Trustee Burton to approve Accelerated Property Tax Foreclosures, Proposed Resolution 2023-16, with addition of the requirement that approval is requested from the Board of Trustees prior to initiating foreclosure. Supported by Trustee Ryan. A roll-call vote was taken. All present voted yes. The motion was carried 5/0.**
5. Oakland County Drain Commission Apportionment of Costs
 - **Motion by Clerk Winchester requesting Supervisor Kullis to engage with the Water Resource Commission to determine whether Shannon Industries usage was subtracted before the apportionment of costs. Supported by Burton. A roll-call vote was taken. All present voted yes. The motion was carried 5/0.**
6. Opt-In to the National Opioid Litigation Settlement with Walgreens – Proposed Resolution 2023-17.
 - **Motion by Trustee Burton to approve Proposed Resolution 2023-17 to opt-in to the National Opioid Litigation Settlement with Walgreens. Supported by Clerk Winchester. A roll-call vote was taken: Supervisor Kullis – yes; Clerk Winchester – yes; Treasurer Ryan -yes; Trustee Burton – yes; Trustee Ruth – no. The motion was carried 4/1**
7. Letter from Resident dated July 25, 2023 re: Veteran Selling Goods at Grange Hall and Rood Rd.

The Township received a letter from resident Mark Cornwell. No action was taken.

PUBLIC COMMENT

Jim Clark, 314 Hadley St., addressed the board.
Martin Andreski, 2105 Middle Ridge Dr., addressed the board.
Angela Wallace, 709 Baird St., addressed the board.
Elizabeth Kelly, 5383 Grange Hall Rd., addressed the board.
David Gillespie, 6359 Lahring Rd., addressed the board.
Jim Koskela, 207 N. Saginaw St., addressed the board.

Supervisor Kullis read a letter from Mark Cornwell, 12415 N. Holly Rd., who could not be present at this meeting.

ADJOURNMENT

Supervisor Kullis adjourned the meeting at 8:13 pm.

Diane M. Hill, Recording Secretary

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 08/31/2023	ACTIVITY FOR MONTH 08/31/2023	AVAILABLE BALANCE		% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Revenues								
Dept 000 - GENERAL								
101-000-410-000	CURRENT TAX COLLECTION	384,557.00	0.00	0.00	0.00	384,557.00	0.00	0.00
101-000-415-000	PENALTIES & INTEREST	1,800.00	0.00	0.00	0.00	1,800.00	0.00	0.00
101-000-423-000	MOBILE HOME FEES	1,440.00	(139.00)	0.00	0.00	1,579.00	0.00	(9.65)
101-000-445-000	SCHOOL COLLECTION	65,801.00	63,852.20	37,517.45	0.00	1,948.80	0.00	97.04
101-000-447-000	ADMINISTRATIVE FEE	124,571.00	18,594.34	14,589.36	0.00	105,976.66	0.00	14.93
101-000-501-000	COMMUNITY DEVELOPMENT - CDBG	19,307.00	0.00	0.00	0.00	19,307.00	0.00	0.00
101-000-528-000	FEDERAL GRANT - ARPA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-528-001	FEDERAL GRANT - COVID	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-573-000	LOCAL COMMUNITY STABILIZATION	600.00	0.00	0.00	0.00	600.00	0.00	0.00
101-000-574-000	STATE SHARED REVENUES	619,869.00	0.00	0.00	0.00	619,869.00	0.00	0.00
101-000-622-000	ZONING FEES	750.00	0.00	0.00	0.00	750.00	0.00	0.00
101-000-623-000	MINING FEES	6,989.00	0.00	0.00	0.00	6,989.00	0.00	0.00
101-000-624-000	PLANNING FEES	2,250.00	750.00	0.00	0.00	1,500.00	0.00	33.33
101-000-627-000	COPIES & PRINTED MATERIALS	300.00	34.00	6.00	0.00	266.00	0.00	11.33
101-000-664-000	INTEREST	21,000.00	11,646.41	6,780.41	0.00	9,353.59	0.00	55.46
101-000-671-000	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-676-000	FRANCHISE FEES	69,500.00	(7.50)	16,618.45	0.00	69,507.50	(0.01)	(0.01)
101-000-677-000	NOCFA LOAN PAYMENTS	57,757.00	28,878.62	0.00	0.00	28,878.38	0.00	50.00
101-000-683-000	BUILDING DEPARTMENT LEASE	18,000.00	0.00	0.00	0.00	18,000.00	0.00	0.00
101-000-684-000	LAND CONTRACT PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-685-000	MISCELLANEOUS	500.00	1,786.10	1,786.10	0.00	(1,286.10)	357.22	357.22
101-000-695-000	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		1,394,991.00	125,395.17	77,297.77		1,269,595.83	8.99	8.99
TOTAL REVENUES		1,394,991.00	125,395.17	77,297.77		1,269,595.83	8.99	8.99
Expenditures								
Dept 000 - GENERAL								
101-000-972-000	TRANSFER TO FIRE SAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		0.00	0.00	0.00		0.00	0.00	0.00
Dept 101 - TOWNSHIP TRUSTEES								
101-101-702-000	SALARIES	7,200.00	0.00	0.00	0.00	7,200.00	0.00	0.00
101-101-715-000	SOCIAL SECURITY	560.00	0.00	0.00	0.00	560.00	0.00	0.00
101-101-830-000	DUES, SUBS & TUITION	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
101-101-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 101 - TOWNSHIP TRUSTEES		10,760.00	0.00	0.00		10,760.00	0.00	0.00
Dept 171 - SUPERVISOR								
101-171-702-000	SUPERVISOR SALARIES	77,550.00	12,925.00	6,462.50		64,625.00	16.67	16.67
101-171-715-000	SOCIAL SECURITY	5,930.00	1,049.96	524.99		4,880.04	17.71	17.71
101-171-720-000	HEALTH OPT OUT PAYMENT	4,800.00	800.00	400.00		4,000.00	16.67	16.67
101-171-830-000	DUES, SUBS & TUITION	2,000.00	0.00	0.00		2,000.00	0.00	0.00
101-171-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00		1,000.00	0.00	0.00
101-171-861-000	LODGING & EXPENSES	800.00	0.00	0.00		800.00	0.00	0.00
Total Dept 171 - SUPERVISOR		92,080.00	14,774.96	7,387.49		77,305.04	16.05	16.05

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 191 - ELECTIONS						
101-191-740-000	OPERATING EXPENSES	18,000.00	0.00	0.00	18,000.00	0.00
101-191-802-000	ELECTION INSPECTOR SALARIES	28,000.00	0.00	0.00	28,000.00	0.00
Total Dept 191 - ELECTIONS						
		46,000.00	0.00	0.00	46,000.00	0.00
Dept 209 - ASSESSING						
101-209-802-000	ASSESSING CONTRACT	98,000.00	0.00	0.00	98,000.00	0.00
Total Dept 209 - ASSESSING						
		98,000.00	0.00	0.00	98,000.00	0.00
Dept 215 - CLERK						
101-215-702-000	SALARIES	77,550.00	12,925.00	6,462.50	64,625.00	16.67
101-215-715-000	SOCIAL SECURITY	5,930.00	988.74	494.37	4,941.26	16.67
101-215-720-000	HEALTH OPT OUT PAYMENT	0.00	0.00	0.00	0.00	0.00
101-215-830-000	DUES, SUBS & TUITION	2,000.00	185.00	0.00	1,815.00	9.25
101-215-860-000	MILEAGE REIMBURSEMENT	700.00	0.00	0.00	700.00	0.00
101-215-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 215 - CLERK						
		87,180.00	14,098.74	6,956.87	73,081.26	16.17
Dept 216 - CLERK ADMIN						
101-216-702-000	SALARIES	56,410.00	0.00	0.00	56,410.00	0.00
101-216-703-000	DEPUTY SALARY	1,200.00	200.00	100.00	1,000.00	16.67
101-216-715-000	SOCIAL SECURITY	5,320.00	15.30	7.65	5,304.70	0.29
101-216-720-000	HEALTH OPT OUT PAYMENT	0.00	0.00	0.00	0.00	0.00
101-216-830-000	DUES, SUBS & TUITION	1,000.00	0.00	0.00	1,000.00	0.00
101-216-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
101-216-861-000	LODGING & EXPENSES	800.00	0.00	0.00	800.00	0.00
Total Dept 216 - CLERK ADMIN						
		65,230.00	215.30	107.65	65,014.70	0.33
Dept 230 - COMMUNITY DEVELOPMENT						
101-230-803-000	COMMUNITY DEVELOPMENT - CDBG	19,307.00	0.00	0.00	19,307.00	0.00
Total Dept 230 - COMMUNITY DEVELOPMENT						
		19,307.00	0.00	0.00	19,307.00	0.00
Dept 247 - BOARD OF REVIEW						
101-247-702-000	BOR SALARIES	1,800.00	19.00	0.00	1,781.00	1.06
101-247-715-000	SOCIAL SECURITY	150.00	1.45	0.00	148.55	0.97
101-247-830-000	DUES, SUBS & TUITION	2,000.00	0.00	0.00	2,000.00	0.00
101-247-860-000	MILEAGE REIMBURSEMENT	600.00	0.00	0.00	600.00	0.00
101-247-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 247 - BOARD OF REVIEW						
		5,550.00	20.45	0.00	5,529.55	0.37
Dept 253 - TREASURER						
101-253-702-000	SALARIES	77,550.00	12,925.00	6,462.50	64,625.00	16.67
101-253-715-000	SOCIAL SECURITY	5,930.00	988.76	494.38	4,941.24	16.67
101-253-720-000	HEALTH OPT OUT PAYMENT	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR	AVAILABLE	% BDDT
		2023-24	08/31/2023	MONTH 08/31/2023	BALANCE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
101-253-830-000	DUES, SUBS & TUITION	2,000.00	0.00	0.00	2,000.00	0.00
101-253-860-000	MILEAGE REIMBURSEMENT	700.00	0.00	0.00	700.00	0.00
101-253-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 253 - TREASURER		87,180.00	13,913.76	6,956.88	73,266.24	15.96
Dept 254 - TREASURER ADMIN						
101-254-702-000	SALARIES	47,685.00	7,947.52	3,973.76	39,737.48	16.67
101-254-703-000	DEPUTY SALARY	1,200.00	200.00	100.00	1,000.00	16.67
101-254-715-000	SOCIAL SECURITY	3,550.00	623.28	311.64	2,926.72	17.56
101-254-720-000	HEALTH OPT OUT PAYMENT	0.00	0.00	0.00	0.00	0.00
101-254-830-000	DUES, SUBS & TUITION	1,000.00	498.00	399.00	502.00	49.80
101-254-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
101-254-861-000	LODGING & EXPENSES	800.00	189.00	189.00	611.00	23.63
Total Dept 254 - TREASURER ADMIN		54,735.00	9,457.80	4,973.40	45,277.20	17.28
Dept 255 - GENERAL OFFICE STAFF						
101-255-703-000	SALARIES	50,511.00	8,418.52	4,209.26	42,092.48	16.67
101-255-704-000	ZONING ADMINISTRATION SALARIES	8,000.00	1,333.34	666.67	6,666.66	16.67
101-255-715-000	SOCIAL SECURITY	4,500.00	746.03	373.01	3,753.97	16.58
101-255-720-000	HEALTH OPT OUT PAYMENT	0.00	0.00	0.00	0.00	0.00
101-255-830-000	DUES, SUBS & TUITION	2,000.00	0.00	0.00	2,000.00	0.00
101-255-860-000	MILEAGE REIMBURSEMENT	1,400.00	0.00	0.00	1,400.00	0.00
101-255-861-000	LODGING & EXPENSES	1,600.00	0.00	0.00	1,600.00	0.00
Total Dept 255 - GENERAL OFFICE STAFF		68,011.00	10,497.89	5,248.94	57,513.11	15.44
Dept 265 - TOWNSHIP PROPERTIES						
101-265-850-000	TELEPHONE	6,000.00	1,462.57	487.92	4,537.43	24.38
101-265-920-000	UTILITIES	10,000.00	506.37	506.37	9,493.63	5.06
101-265-930-000	MAINTENANCE & REPAIRS	55,000.00	5,253.59	2,619.03	49,746.41	9.55
Total Dept 265 - TOWNSHIP PROPERTIES		71,000.00	7,222.53	3,613.32	63,777.47	10.17
Dept 289 - GENERAL SERVICES						
101-289-719-000	PENSION 401 G	40,000.00	5,667.48	2,833.74	34,332.52	14.17
101-289-720-000	HEALTH/LIFE INSURANCE	70,000.00	15,010.64	4,306.86	54,989.36	21.44
101-289-723-000	RETIREMENT HEALTH CARE FUNDING	0.00	0.00	0.00	0.00	0.00
101-289-726-000	OPERATING EXPENSES	40,000.00	3,857.97	1,068.15	36,142.03	9.64
101-289-801-000	ACCOUNTANT/AUDITOR	35,000.00	0.00	0.00	35,000.00	0.00
101-289-802-000	CONTRACTED SERVICES	4,500.00	0.00	0.00	4,500.00	0.00
101-289-804-000	LEGAL SERVICES	32,000.00	1,427.00	1,427.00	30,573.00	4.46
101-289-816-000	COMPUTER MAINTENANCE	34,000.00	8,142.06	60.49	25,857.94	23.95
101-289-820-000	ORDINANCE CODIFICATION	7,000.00	0.00	0.00	7,000.00	0.00
101-289-830-000	DUES, SUBS & TUITION	7,500.00	7,537.54	0.00	(37.54)	100.50
101-289-900-000	LEGAL NOTICES	7,000.00	253.50	253.50	6,746.50	3.62
101-289-910-000	INSURANCE	13,500.00	379.00	0.00	13,121.00	2.81
101-289-955-000	MISCELLANEOUS	22,353.00	16,459.03	3,633.55	5,893.97	73.63
101-289-970-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-289-971-000	TO CAPITAL PROJECT FUND	25,000.00	0.00	0.00	25,000.00	0.00
101-289-972-000	TRANSFER TO FIRE SAD	81,000.00	0.00	0.00	81,000.00	0.00

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDDT
		AMENDED BUDGET	NORMAL (ABNORMAL)	08/31/2023	08/31/2023	MONTH 08/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
										USED
Fund 101 - GENERAL FUND										
Expenditures										
101-660-844-000	YOUTH ASSISTANCE	2,625.00		0.00		0.00		2,625.00		0.00
101-660-955-000	MISCELLANEOUS	0.00		0.00		0.00		0.00		0.00
Total Dept 660 - COMMUNITY SERVICES		2,625.00		0.00		0.00		2,625.00		0.00
TOTAL EXPENDITURES		1,394,991.00		158,887.41		89,359.47		1,236,103.59		11.39
Fund 101 - GENERAL FUND:										
TOTAL REVENUES										
TOTAL EXPENDITURES		1,394,991.00		125,395.17		77,297.77		1,269,595.83		8.99
NET OF REVENUES & EXPENDITURES		0.00		158,887.41		89,359.47		1,236,103.59		11.39
BEG. FUND BALANCE		2,844,216.64		(33,492.24)		(12,061.70)		33,492.24		100.00
NET OF REVENUES/EXPENDITURES - 2022-23		2,844,216.64		2,844,216.64				(1,596,036.14)		
END FUND BALANCE				(1,596,036.14)						
				1,214,688.26						

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 08/31/2023		ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)		% BDGT USED
			NORMAL (ABNORMAL)			NORMAL		
Fund 105 - PEG FUNDS								
Revenues								
Dept 000 - GENERAL								
105-000-476-000	PEG FEES	5,500.00	0.00		1,661.89	5,500.00	0.00	0.00
105-000-664-000	INTEREST	0.00	0.00		0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		5,500.00	0.00		1,661.89	5,500.00	0.00	0.00
TOTAL REVENUES								
TOTAL REVENUES		5,500.00	0.00		1,661.89	5,500.00	0.00	0.00
Expenditures								
Dept 105 - PEG								
105-105-740-000	OPERATING EXPENSES	5,500.00	0.00		0.00	5,500.00	0.00	0.00
Total Dept 105 - PEG		5,500.00	0.00		0.00	5,500.00	0.00	0.00
TOTAL EXPENDITURES								
TOTAL EXPENDITURES		5,500.00	0.00		0.00	5,500.00	0.00	0.00
Fund 105 - PEG FUNDS:								
TOTAL REVENUES								
TOTAL REVENUES		5,500.00	0.00		1,661.89	5,500.00	0.00	0.00
TOTAL EXPENDITURES								
TOTAL EXPENDITURES		5,500.00	0.00		0.00	5,500.00	0.00	0.00
NET OF REVENUES & EXPENDITURES								
NET OF REVENUES & EXPENDITURES		0.00	0.00		1,661.89	0.00	0.00	0.00
BEG. FUND BALANCE		81,149.87	81,149.87					
NET OF REVENUES/EXPENDITURES - 2022-23			81,149.87					
END FUND BALANCE		81,149.87	88,978.34			7,828.47		

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	\$ BDGT USED
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT						
Revenues						
Dept 000 - GENERAL						
206-000-410-000	CURRENT TAX COLLECTION	1,069,780.00	0.00	0.00	1,069,780.00	0.00
206-000-664-000	INTEREST	20.00	85.82	0.00	(65.82)	429.10
206-000-685-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
206-000-695-000	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL						
		1,069,800.00	85.82	0.00	1,069,714.18	0.01
TOTAL REVENUES						
		1,069,800.00	85.82	0.00	1,069,714.18	0.01
Expenditures						
Dept 206 - FIRE AND EMERGENCY						
TRANSFER TO FUND BALANCE						
206-206-698-000		13,000.00	0.00	0.00	13,000.00	0.00
206-206-740-000	OPERATING EXPENSES	800.00	85.63	85.63	714.37	10.70
206-206-802-000	CONTRACTED SERVICES	1,056,000.00	528,000.00	0.00	528,000.00	50.00
206-206-971-000	CAPITAL OUTLAY - FIRE HYDRANTS/WELL	0.00	0.00	0.00	0.00	0.00
206-206-995-000	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 206 - FIRE AND EMERGENCY						
		1,069,800.00	528,085.63	85.63	541,714.37	49.36
TOTAL EXPENDITURES						
		1,069,800.00	528,085.63	85.63	541,714.37	49.36
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:						
TOTAL REVENUES		1,069,800.00	85.82	0.00	1,069,714.18	0.01
TOTAL EXPENDITURES		1,069,800.00	528,085.63	85.63	541,714.37	49.36
NET OF REVENUES & EXPENDITURES		0.00	(527,999.81)	(85.63)	527,999.81	100.00
BEG. FUND BALANCE		374,148.56	374,148.56			
NET OF REVENUES/EXPENDITURES - 2022-23			68,891.39			
END FUND BALANCE		374,148.56	(84,959.86)		68,891.39	

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	08/31/2023	INCREASE (DECREASE)	MONTH 08/31/2023	NORMAL (ABNORMAL)	BALANCE	BDGT USED
Fund 249 - BUILDING									
Revenues									
Dept 000 - GENERAL									
249-000-476-000	BUILDING LICENSES & PERMITS	95,000.00		10,951.70	6,733.20	84,048.30	11.53		
249-000-664-000	INTEREST	0.00		0.00	0.00	0.00	0.00		
249-000-695-000	TRANSFER FROM FUND BALANCE	61,699.00		0.00	0.00	61,699.00	0.00		
Total Dept 000 - GENERAL		156,699.00		10,951.70	6,733.20	145,747.30	6.99		
TOTAL REVENUES		156,699.00		10,951.70	6,733.20	145,747.30	6.99		
Expenditures									
Dept 371 - BUILDING INSPECTION									
249-371-702-000	SALARIES	56,408.00		9,401.68	4,700.84	47,006.32	16.67		
249-371-715-000	SOCIAL SECURITY	4,316.00		719.23	359.62	3,596.77	16.66		
249-371-719-000	PENSION	5,775.00		940.16	470.08	4,834.84	16.28		
249-371-720-000	HEALTH/LIFE INSURANCE	19,000.00		3,441.70	1,720.85	15,558.30	18.11		
249-371-740-000	OPERATING EXPENSES	8,000.00		3,106.70	1,496.70	4,893.30	38.83		
249-371-741-000	LEASE PAYMENT	18,000.00		0.00	0.00	18,000.00	0.00		
249-371-802-000	BUILDING INSPECTOR	21,000.00		2,472.18	1,416.90	18,527.82	11.77		
249-371-803-000	ELECTRICAL INSPECTOR	8,000.00		378.60	327.60	7,621.40	4.73		
249-371-804-000	MECHANICAL INSPECTOR	10,200.00		809.40	638.40	9,390.60	7.94		
249-371-805-000	PLUMBING INSPECTOR	5,500.00		551.40	318.00	4,948.60	10.03		
249-371-830-000	DUES, SUBS & TUITION	500.00		0.00	0.00	500.00	0.00		
249-371-860-000	MILEAGE REIMBURSEMENT	0.00		0.00	0.00	0.00	0.00		
249-371-955-000	MISCELLANEOUS	0.00		0.00	0.00	0.00	0.00		
Total Dept 371 - BUILDING INSPECTION		156,699.00		21,821.05	11,448.99	134,877.95	13.93		
TOTAL EXPENDITURES		156,699.00		21,821.05	11,448.99	134,877.95	13.93		
Fund 249 - BUILDING:									
TOTAL REVENUES		156,699.00		10,951.70	6,733.20	145,747.30	6.99		
TOTAL EXPENDITURES		156,699.00		21,821.05	11,448.99	134,877.95	13.93		
NET OF REVENUES & EXPENDITURES		0.00		(10,869.35)	(4,715.79)	10,869.35	100.00		
BEG. FUND BALANCE		296,465.60		296,465.60					
NET OF REVENUES/EXPENDITURES - 2022-23				(75,120.45)		(75,120.45)			
END FUND BALANCE		296,465.60		210,475.80					

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
Dept 000 - GENERAL						
401-000-664-000	INTEREST	0.00	2,186.90	971.96	(2,186.90)	100.00
401-000-694-000	TRANSFER FROM GENERAL FUND	25,000.00	0.00	0.00	25,000.00	0.00
401-000-695-000	TRANSFER FROM FUND BALANCE	220,000.00	0.00	0.00	220,000.00	0.00
Total Dept 000 - GENERAL		245,000.00	2,186.90	971.96	242,813.10	0.89
TOTAL REVENUES						
		245,000.00	2,186.90	971.96	242,813.10	0.89
Expenditures						
Dept 000 - GENERAL						
401-000-970-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		0.00	0.00	0.00	0.00	0.00
Dept 401 - CAPITAL IMPROVEMENT						
401-401-470-000	TOWNSHIP HALL PROJECT	200,000.00	8,750.00	8,750.00	191,250.00	4.38
401-401-470-001	FARMSTEAD PROJECT	45,000.00	12,263.57	12,263.57	32,736.43	27.25
401-401-698-000	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
401-401-955-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
401-401-970-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 401 - CAPITAL IMPROVEMENT		245,000.00	21,013.57	21,013.57	223,986.43	8.58
TOTAL EXPENDITURES						
		245,000.00	21,013.57	21,013.57	223,986.43	8.58
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES						
		245,000.00	2,186.90	971.96	242,813.10	0.89
TOTAL EXPENDITURES						
		245,000.00	21,013.57	21,013.57	223,986.43	8.58
NET OF REVENUES & EXPENDITURES						
		0.00	(18,826.67)	(20,041.61)	18,826.67	100.00
BEG. FUND BALANCE						
		659,158.27	659,158.27			
NET OF REVENUES/EXPENDITURES - 2022-23						
		659,158.27	20,042.74		20,042.74	
END FUND BALANCE						
			660,374.34			

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 404 - ROAD IMPROVEMENTS						
Revenues						
Dept 000 - GENERAL						
404-000-694-000	TRANSFER FROM GENERAL FUND	25,000.00	0.00	0.00	25,000.00	0.00
404-000-694-101	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES						
		25,000.00	0.00	0.00	25,000.00	0.00
Expenditures						
Dept 404 - ROAD IMPROVEMENT FUND						
404-404-698-000	TRANSFER TO FUND BALANCE	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 404 - ROAD IMPROVEMENT FUND		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL EXPENDITURES						
		25,000.00	0.00	0.00	25,000.00	0.00
Fund 404 - ROAD IMPROVEMENTS:						
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
BEG. FUND BALANCE		25,000.00	0.00	0.00	25,000.00	0.00
END FUND BALANCE		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES		3,374,291.00	138,619.59	86,664.82	3,235,671.41	4.11
BEG. FUND BALANCE - ALL FUNDS		3,374,291.00	747,807.66	139,907.66	2,626,483.34	22.16
END FUND BALANCE - ALL FUNDS		0.00	(609,188.07)	(53,242.84)	609,188.07	100.00
		4,852,931.63	4,852,931.63			
		4,852,931.63	2,745,445.99			

09/18/2023

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP
 POST DATES 08/17/2023 - 09/20/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
Fund 101 GENERAL FUND			
101-254-830-000	DUES, SUBS & TUITION	JUL-23	399.00
101-254-861-000	LODGING & EXPENSES	JUL-23	189.00
101-265-850-000	TELEPHONE	JUL-23	487.92
101-265-920-000	UTILITIES	AUG-23 4092 GRNAGE HALL RD	29.34
101-265-920-000	UTILITIES	AUG-23 102 CIVIC DR	467.84
101-265-920-000	UTILITIES	AUG-23 13409 N. HOLLY RD	10.54
101-265-920-000	UTILITIES	AUG-23 13465 N. HOLLY RD	9.20
101-265-920-000	UTILITIES - 102 CIVIC DR	AUG-23	96.32
101-265-930-000	MAINTENANCE & REPAIRS	JUL-23	1,000.00
101-265-930-000	MAINTENANCE & REPAIRS	AUG-23	250.00
101-265-930-000	RUGS	AUG-23	227.09
101-265-930-000	MAINTENANCE & REPAIRS	SEP-23	30.96
101-265-930-000	MAINTENANCE & REPAIRS - FAI	SEP-23 AUGUST MOWING FARMSTEAD	1,375.00
101-265-930-000	MAINTENANCE & REPAIRS	SEP-23 4092 GRANGE HALL MOWING	525.00
101-265-930-000	MAINTENANCE & REPAIRS	SEP-23 CANOE LANDING MOWING	250.00
101-265-930-000	MAINTENANCE & REPAIRS	SEP-23 FISH LAKE VANCANT LOT MOWING	350.00
101-289-726-000	OPERATING EXPENSES	JUL-23	311.11
101-289-726-000	OPERATING EXPENSES	AUG-23	193.02
101-289-726-000	OPERATING EXPENSES	AUG-23	52.95
101-289-726-000	OPERATING EXPENSES	AUG-23	234.19
101-289-726-000	POSTAGE METER	SEP-23	942.17
101-289-726-000	OPERATING EXPENSES	SEP-23	156.62
101-289-726-000	OPERATING EXPENSES	SEP-23	193.02
101-289-726-000	OPERATING EXPENSES	AUG-23	94.91
101-289-801-000	ACCOUNTANT/AUDITOR	AUG-23 NEW CHART OF ACCOUNTS PER ST	2,094.75
101-289-802-000	CONTRACTED SERVICES	AUG-23 MEETING MINUTES	131.25
101-289-804-000	LEGAL SERVICES	AUG-23	832.00
101-289-804-000	LEGAL SERVICES	AUG-23	15.50
101-289-804-000	LEGAL SERVICES	AUG-23	279.00
101-289-804-000	LEGAL SERVICES	AUG-23	130.00
101-289-804-000	LEGAL SERVICES	AUG-23	124.00
101-289-804-000	LEGAL SERVICES	AUG-23	46.50
101-289-804-000	LEGAL SERVICES	SEP-23	832.00
101-289-804-000	LEGAL SERVICES	SEP-23	62.00
101-289-804-000	LEGAL SERVICES	SEP-23	62.00
101-289-804-000	LEGAL SERVICES	SEP-23	77.50
101-289-804-000	LEGAL SERVICES	SEP-23	169.00
101-289-804-000	LEGAL SERVICES	SEP-23	77.50
101-289-816-000	COMPUTER MAINTENANCE	JUL-23	60.49
101-289-820-000	ORDINANCE CODIFICATION	SEP-23	534.99
101-289-900-000	LEGAL NOTICES	AUG-23	234.00
101-289-910-000	INSURANCE	JUL-23 LIABILITY INS	11,530.00
101-400-802-000	PC CONTRACTED SERVICES	AUG-23 MEETING MINUTES	187.50
101-400-811-000	PLANNER SERVICES	SEP-23	510.00
101-400-811-000	PLANNER SERVICES	SEP-23	518.00
101-400-812-000	ENGINEER SERVICES	AUG-23	235.20
101-450-520-000	CEMETERY	AUG-23 CEMETERY CLEANUP	144.00

101-450-520-000	CEMETERY	AUG-23 CEMETERY MOWING	1,080.00
101-450-520-000	CEMETERY	JUL-23 CEMETERY MOWING	480.00
101-450-520-000	CEMETERY	AUG-23	2,800.00
101-450-930-002	ROAD MAINT.-CHLORIDE	SEP-23	<u>39,546.43</u>
			44,050.43
			<u><u>70,668.81</u></u>

Fund 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT

206-206-740-000	OPERATING EXPENSES	AUG-23 2413 BELFORD RD	37.16
206-206-740-000	OPERATING EXPENSES	AUG-23 4485 NELSON SCOTT DR	<u>45.65</u>
			82.81
			<u><u>82.81</u></u>

Fund 249 BUILDING

249-371-740-000	OPERATING EXPENSES	AUG-23 BUILDING DEPT FILE MAINTENANC	432.00
249-371-740-000	OPERATING EXPENSES	AUG-23 BUILDING DEPT FILE MAINTENANC	396.00
249-371-740-000	OPERATING EXPENSES	AUG-23 BUILDING DEPT FILE MAINTENANC	236.70
249-371-741-000	LEASE PAYMENT - JULY 23	SEP-23 BUILDING DEPT RENT	4,500.00
249-371-802-000	BUILDING INSPECTOR	AUG-23 8/01/23 - 8/15/23	688.90
249-371-802-000	BUILDING INSPECTOR	SEP-23 08/16/23 - 08/31/23	1,168.93
249-371-803-000	ELECTRICAL INSPECTOR	AUG-23 8/01/23 - 8/15/23	214.20
249-371-803-000	ELECTRICAL INSPECTOR	SEP-23 08/16/23 - 08/31/23	726.60
249-371-804-000	MECHANICAL INSPECTOR	AUG-23 8/01/23 - 8/15/23	497.40
249-371-804-000	MECHANICAL INSPECTOR	SEP-23 08/16/23 - 08/31/23	195.60
249-371-805-000	PLUMBING INSPECTOR	AUG-23 8/01/23 - 8/15/23	142.80
249-371-805-000	PLUMBING INSPECTOR	SEP-23 08/16/23 - 08/31/23	<u>321.60</u>
			9,520.73
			<u><u>9,520.73</u></u>

Fund 401 CAPITAL IMPROVEMENT FUND

Dept 401 CAPITAL IMPROVEMENT

401-401-470-001	FARMSTEAD PROJECT	AUG-23	<u>10,000.93</u>
			10,000.93
			<u><u>10,000.93</u></u>

Fund 101 GENERAL FUND	70,668.81
Fund 206 FIRE AND EMERGENCY SPECIAL A	82.81
Fund 249 BUILDING	9,520.73
Fund 401 CAPITAL IMPROVEMENT FUND	10,000.93

Total For All Funds:	<u><u>90,273.28</u></u>
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North Oakland County Fire Authority

Regular Minutes of August 21, 2023

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER / ROLL CALL: Chairperson Kullis called the regular meeting of the North Oakland County Fire Authority Board to order at 6:32 p.m. at Rose Township Offices, 9080 Mason St., Holly, MI 48442

Members Present:

- ☐ Kullis
- ☐ Miller
- ☐ Scheib-Snyder
- ☐ Winchester
- ☐ Stilwell
- ☐ Chief Lintz

Members Absent: None

3. AGENDA APPROVAL

Request to move New Business before Unfinished Business

Motion by Winchester to approve the agenda as amended. Supported by Stillwell.
The motion was carried by a 5/0 voice vote.

4. CONSENT AGENDA

- a. Approval of meeting minutes from 6/19/2023 (7/17/23 meeting canceled).
- b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date

Checking Account as of: 7/31/2023	\$146,111.90
Statement Savings Account as of: 7/31/2023	\$652,339.93
Capital/Equipment Replacement Account as of: 7/31/2023	\$391,657.57
Bills for Payment Total: 6/20/2023 through 8/21/2023	\$279,049.13
Cost of Payroll: 6/26/2023 through 8/7/2023	\$193,317.17
Accounts Receivable – MEDICAL as of: 7/31/2023	\$105,354.04
Accounts Receivable – FIRE as of: 7/31/2023	\$3,879.00
Aging Accounts Turned Over to Collections as of: 7/31/2023	\$45,407.02

Motion by Winchester to approve the Consent Agenda. Supported by Miller. The motion was carried by a 5/0 voice vote.

5. PUBLIC COMMENT (on Agenda Items Only): None

6. PRESENTATIONS – None

7. NEW BUSINESS

- a) Request to increase board approved capital purchase amounts from \$5,000 to \$7,500

Motion by Scheib-Snider to increase capital purchase amounts from \$5,000 to \$10,000 before requiring board approval. Supported by Winchester. The motion was carried by a 5/0 roll call vote.

- b) Request board approval of apparatus repair invoice for \$5,416.70.

Motion by Kullis to authorize payment of the apparatus repair invoice for \$5,416.70. Supported by Miller. The motion was carried by a 5/0 roll call vote.

8. UNFINISHED BUSINESS

- a) Articles of Incorporation Revisions/Creating Board Policies

Atty. Lauer prepared two draft documents for the Board's review: 1) Bylaws, and 2) Code of Ethics. She reviewed the edits and additions that she made to the documents. Board members asked questions and gave their feedback. Atty. Lauer stated several times that the draft documents are suggestions and that Board members have the responsibility for final content. Board members will each review the documents and send their individual edits to Chief Lintz who will give them to Atty. Lauer. Supervisor Kullis suggested a target date of Aug. 31 to finish the edits and send them to Chief Lintz. Atty. Lauer will bring them back to the next board meeting.

No action taken.

9. REPORTS – including monthly incident data for June & July 2023

☐ Chief's Report

- Chief Lintz reviewed the incident data highlights for June and July 2023 and stated that July medical responses were up markedly from the average. Speculation is that it may be the aging population.
- They have received 2 AFG grants: one is for a turn-out gear dryer, radios, AED's, and other numerous miscellaneous items; the second grant is for power load stretchers.
- Auditors are starting today for the 2022-23 fiscal year that just closed.
- A golf outing hosted by Holly and Springfield departments will be held this Saturday, Aug 26, at Fenton Farms

- The Renaissance Festival started last weekend. Holly has 2 Firewatch patrols, and Groveland has medical staff on the site.
- ☐ Firefighter's Association – no report
- ☐ Holly Twp – Supervisor Kullis
 - Holly Twp. has approved joined WOTA
- ☐ Rose Twp – Supervisor Scheib-Snider
 - The board approved joining WOTA at their last meeting
 - Clerk Miller has two school elections on Sept. 7
- ☐ Citizen at large – Brad Stillwell, no report

10. PUBLIC COMMENT - General

- Julius Stern, 1445 Munger Rd., addressed the board
- Sandra Villareal, 18055 Ottieway Ct., addressed the board

11. ADJOURNMENT: Chairperson Kullis adjourned the meeting at 8:43 p.m.

Diane Hill, Recording Secretary

Holly Township
Planning Commission – Regular Meeting
Minutes of August 1, 2023

CALL TO ORDER: Commissioner Mazich called the regular meeting of the Holly Township Planning Commission to order at 6:31 p.m. Located at the Karl Richter Campus, Holly Area Schools Board Room, 920 E. Baird St, Holly, Michigan 48442.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present

Pam Mazich
Ray Kerton
Ryan Matson
Glen Mitchell
Derek Burton
Mike McCanney

Others Present

Karin Winchester, Township Clerk
Alexis Farrell, McKenna & Associates

Members Absent

Kelly Fletcher

- **Motion by Mitchell to excuse Kelly Fletcher. Supported by Burton. The motion was carried by a 6/0 voice vote.**

AGENDA APPROVAL

- **Motion by Burton to approve the agenda as presented. Supported by Matson. The motion was carried by a 6/0 voice vote.**

➤

PUBLIC COMMENT: None.

PUBLIC HEARINGS

1. Special Land Use Application from Joshua Cheff to operate a Campground on N. Holly Rd., on Parcel Number 01-04-200-007 in the AGRE District per Holly Township Zoning Ordinance, Section 32-148.

- **Motion by Burton to open the public hearing at 6:40 pm. Supported by Matson. The motion was carried by a 6/0 voice vote.**

Alexis Farrell, McKenna & Associates, presented an overview of their review of the special land use application.

The following individuals addressed the board with their comments against the Special Land Use during the public hearing:

- Derek Sommer, 2015 N. Holly Rd.

- Kyle & Carolyn Clarke, 3211 Belford Rd.
- Jeff Mumper, 11319 Ravenswood
- Jennifer Harvala, 3154 Ray Rd.
- Lesa Neuwirth, 3240 Ray Rd.
- Judy Brewer, 4035 Evans Rd.
- Scott Freimark, 11277 N. Holly Rd.
- Karen & Mitchell Gray, 3376 Ray Rd.
- Patrick Edwards, 3352 Ray Rd.
- Janet Nelson, 4007 Belford Rd.
- Jamie Wascher, 11309 Ravenswood
- Corwin Armstead, 3251 Ray Rd.
- Lisa Steigerwald, 3382 Ray Rd.
- Tom Metz, 3402 Ray Rd.
- Terry Schaible, 11463 N. Holly Rd.
- Scott Dennis, 11311 Great Barrington

- **Motion by Mazich to close the public hearing at 7:22 pm. Supported by Burton. The motion was carried by a 6/0 voice vote.**

APPROVAL OF MINUTES: July 6, 2023.

- **Motion by Matson to approve the minutes of July 6, 2023 as presented. Supported by Mitchell. The motion was carried by a 6/0 voice vote.**

COMMUNICATIONS: None.

OLD BUSINESS

1. Master Plan Review/Update.

Alexis Farrell, McKenna & Associates, updated the board members regarding the number of surveys received. The board asked to re-open the surveys until Aug 31 to get additional responses. The survey link will be posted on the Township website, and paper surveys will be available at the Township Hall and Library.

- Stakeholder meetings are being scheduled
- After the surveys are closed on Aug. 31:
 - McKenna & Associates will compile the data for the board
 - The board has the option of holding public meetings (at an additional cost)

NEW BUSINESS

1. Special Land Use Application from Joshua Cheff to operate a Campground on N. Holly Rd., on Parcel Number 01-04-200-007 in the AGRE District per Holly Township Zoning Ordinance, Section 32-148.

Alexis Farrell, McKenna & Associates, stated that the application complies with regulations and addressed the concerns presented by residents in writing and during the public hearing.

- **Motion by Mazich to postpone action on the Special Land Use Permit application from Joshua Cheff to operate and Campground on the unaddressed parcel on N Holly Road, Parcel Number 01-04-200-007 in the AGRE District per Holly Township Zoning Ordinance, Section 32-148 for 6 months from today's date to allow the applicant to submit the following additional information for consideration: a complete site plan with additional information on wetlands, buffers, fencing, and property encroachments, a traffic study, revised plan for the Fire Department to meet the access requirement, a wetlands delineation survey, parking plan, lighting plan and a property valuations study showing the on the effect on property values. Supported by Mitchell. The motion was carried by a 6/0 roll call vote.**

REPORTS: None.

PUBLIC COMMENT

The following individuals addressed the board with their comments:

- John Neuwirth, 3240 Ray Rd.
- Gretchen Summer, 11105 N. Holly Rd.
- Patrick Edwards, 3325 Ray Rd.
- Jennifer Harvala, 3154 Ray Rd.
- Judy Brewer, 4035 Evans Rd.
- Theresa Schaible, 11463 N. Holly Rd.
- Karen Gray, 3376 Ray Rd.
- Tom Metz, 3342 Ray Rd.
- Lesa Neuwirth, 3240 Ray Rd.
- Doug Smith, NOCFA
- Matt Weil, NOCFA

ADJOURNMENT

Commissioner Mazich adjourned the meeting at 8:58 pm.

Diane M. Hill, Recording Secretary

Karin S. Winchester, Clerk

Revenue Totals Report

09/18/2023

Record Type	Exact Type	Category	Description	Entries	Amount
Permit	Building	Commercial	Com, Remodel	3	120.00
Permit	Building	Commercial	Commercial Base Permit Fee	6	400.00
Permit	Building	Commercial	Commercial Pole Structure Up to	1	12.00
Permit	Building	Inspection	Building Use Inspection	1	75.00
Permit	Building	Plan Review	Fire Department Inspection	1	75.00
Permit	Building	Residential	ADDITIONAL INSPECTION	1	130.00
Permit	Building	Residential	PLAN REVIEW	6	390.00
Permit	Building	Residential	Res, Addition	3	197.25
Permit	Building	Residential	Res, Garage	1	103.50
Permit	Building	Residential	Res, New Mobile Home in Park	1	75.00
Permit	Building	Residential	RES, POLE BARN UP TO 3000 SQ	2	437.85
Permit	Building	Residential	Res, Porch/Deck/Balcony	6	180.00
Permit	Building	Residential	Res, Remodel	1	57.60
Permit	Building	Residential	Res, ROOF	1	180.00
Permit	Building	Residential	STOP WORK ORDER	1	65.00
Permit	Building	Standard Item	Base fee	10	750.00
Permit	Electrical	Inspection	Inspection, Additional	2	130.00
Permit	Electrical	Inspection	INSPECTION, SERVICE	1	75.00
Permit	Electrical	Inspection	New Mobile Home in Park	1	65.00
Permit	Electrical	Inspection	NEW SF DWELLING UP TO 200 AMPS	1	275.00
Permit	Electrical	Inspection	RESI AND COMM 2 INSPECTIONS	1	140.00
Permit	Electrical	License Fee	Registration - Electrical	5	45.00
Permit	Electrical	Service	Service, 15 thru 200 amps	2	70.00
Permit	Electrical	Standard Item	Circuit	4	133.00
Permit	Electrical	Standard Item	Dishwasher	2	0.00
Permit	Electrical	Standard Item	Fixture/Device	5	30.00
Permit	Electrical	Standard Item	Furnace	1	10.00
Permit	Electrical	Standard Item	PERMIT BASE FEE	9	525.00
Permit	Electrical	Standard Item	Power Outlet	1	10.00
Permit	Electrical	Standard Item	Trench	2	60.00
Permit	Mechanical	Cooling	CENTRAL A/C UP TO 8 HP	4	180.00
Permit	Mechanical	Cooling	Evaporator Coil	1	35.00
Permit	Mechanical	Cooling	Heat Pump, S/C	1	25.00
Permit	Mechanical	Duct	DUCT SYSTEM OR HYDRONIC HEAT	1	25.00
Permit	Mechanical	Inspection	Inspection, Additional	1	65.00
Permit	Mechanical	Inspection	New Mobile Home in Park	1	65.00
Permit	Mechanical	License Fee	Registration - Mechanical	1	15.00
Permit	Mechanical	Piping	Piping, Gas, per Outlet	1	8.00
Permit	Mechanical	Standard Item	Exhaust Fans	1	8.00
Permit	Mechanical	Standard Item	FUEL BURNING EQUIPMENT	2	90.00

Population: All Records

Transaction.DateToPostOn Between 8/1/2023
12:00:00 AM AND 8/31/2023 11:59:59 PM

Permit	Mechanical	Standard Item	Humidifier	1	15.00
Permit	Mechanical	Standard Item	Permit Base Fee	8	600.00
Permit	Mechanical	Standard Item	Water Connected Appliance	3	24.00
Permit	Plumbing	Distribution	WATER DISTRIBUTION PIPING, RES	1	10.00
Permit	Plumbing	Inspection	Inspection, Additional	2	130.00
Permit	Plumbing	License Fee	Registration - Master Plumber	1	15.00
Permit	Plumbing	License Fee	Registration - Plumbing Company	1	15.00
Permit	Plumbing	Sewer/Drain	Connection, Drain to Sewer	1	15.00
Permit	Plumbing	Sewer/Drain	Drain, Sub-Soil	1	10.00
Permit	Plumbing	Standard Item	Fixture	4	56.00
Permit	Plumbing	Standard Item	New Mobile Home in Park	1	65.00
Permit	Plumbing	Standard Item	Permit Base Fee	6	450.00
Permit	Plumbing	Standard Item	Stack	1	8.00
Totals				127	6,745.20

Population: All Records

Transaction.DateToPostOn Between 8/1/2023
12:00:00 AM AND 8/31/2023 11:59:59 PM

RIGHT-OF-WAY TELECOMMUNICATIONS PERMIT AMENDMENT

The Right-of-Way Telecommunications Permit issued by the Holly Township ("Municipality") in 2003, to Michigan Bell Telephone Company, now d/b/a/ AT&T Michigan, ("Permittee") which was amended in 2008 to extend the term for two years, extended again on December 17, 2010, for three years, extended in 2013, and in 2018, approved by the Township to extend the term until December 31, 2023. The Permit is hereby amended by modifying the Sections and Exhibits included in this Amendment to read as indicated for the purposes of extending the Term, updating information, including the route map and confirming a continued bond requirement.

2. Grant

- 2.1 Municipality hereby issues a permit under the METRO Act to Permittee for access to and ongoing use of the Public Right-of-Way identified in Exhibit A, and in additional Route Maps complying with and required by the METRO Act that have been or are submitted to Municipality for Facilities not shown on or substantially completed since the preparation of Exhibit A, to construct, install and maintain Telecommunication Facilities on the terms set forth herein.

3.1 Permittee Contacts

- 3.1.1 The address, e-mail address, phone number and contact person (title or name) at Permittees local office is: Angela Wesson, Right-of-Way Manager, 54 N. Mill St., Pontiac, MI 48342, ad3245@att.com, 248-877-9518.
- 3.1.2 If Permittee's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is: Matt Sliwa, Outside Plant Design Engineer, 54 Mill St., Pontiac, MI 48342, ms6913@att.com, 248-877-0762.
- 3.1.3 The name, title, address, e-mail address and telephone numbers of Permittee's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is: Matt Sliwa, Outside Plant Design Engineer, 54 Mill St., Pontiac, MI 48342, ms6913@att.com, 248-877-0762.
- 3.1.4 The address, phone number and contact person (title or department) at Permittee's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is: Tracey Manley, Outside Plant Design Engineer, 54 Mill St., Pontiac, MI 48342, th3869@att.com, 734-502-5404.
- 3.1.5 Permittee shall at all times provide Manager with the phone number at which a live representative of Permittee (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency. At the time of this Amendment, that number was: 800-288-2020.

7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

7.1.1 **December 31, 2028, or such later date as may be requested by Permittee and approved by Municipality in writing; or**

7.1.2, 7.1.3, 7.1.4, and 7.1.5 [Unchanged]

8. Performance Bond or Letter of Credit

8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)] and is described in Exhibit B.

12.1 Notices. All notices under this Permit shall be given as follows:

12.1.1 If to Municipality, to Holly Township Clerk, 102 Civic Drive, Holly, Michigan 48442.

12.1.2 If to Permittee, to Matt Sliwa, Outside Plant Design Engineer, 54 Mill St., Pontiac, MI 48342, ms6913@att.com, 248-877-0762.

Holly Township

Date

By: _____
Karin Winchester
Its: Holly Township Clerk

Acknowledgement of Receipt: Permittee acknowledges receipt of this Permit Amendment granted by Municipality.

**Michigan Bell Telephone Company d/b/a AT&T
Michigan., Permittee**

Date

By: _____

Its: _____

**AMENDED EXHIBIT A
Public Right-of-Way to be Used by Telecommunications Facilities**

This Permit covers all existing Permittee Facilities, which as defined in Section 1.8 of this Permit, do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware, in the public right-of-ways located in Holly Township as of the date this Amendment is issued by the Municipality.

The Public Right-of-Way that Permittee is granted access to and the use for the areas shown in the Route Map dated August 11, 2023 below, subject to the approval of more specific drawings.

At any time Permittee seeks to install Telecommunication Facilities in the public right-of-way located in Municipality in addition to Permittee's Telecommunication Facilities in existence as of the date of this Amendment, the construction and installation of such additional Facilities Permittee shall submit to the Municipality Clerk a written request to modify this Permit, which such request shall include an Amended Exhibit A Route Map.

EXHIBIT B

Bond

Bond to be submitted at the time of construction in accordance with Township Ordinances, Rules, Regulations and Policies.

As authorized under Section 8 of the Permit that this Exhibit is attached to and part of a Bond conforming to these specifications and requirements is required in an amount that does not exceed the reasonable cost to ensure that the Public Right-of-Way is returned to its original condition during and after Permittee's access and use.

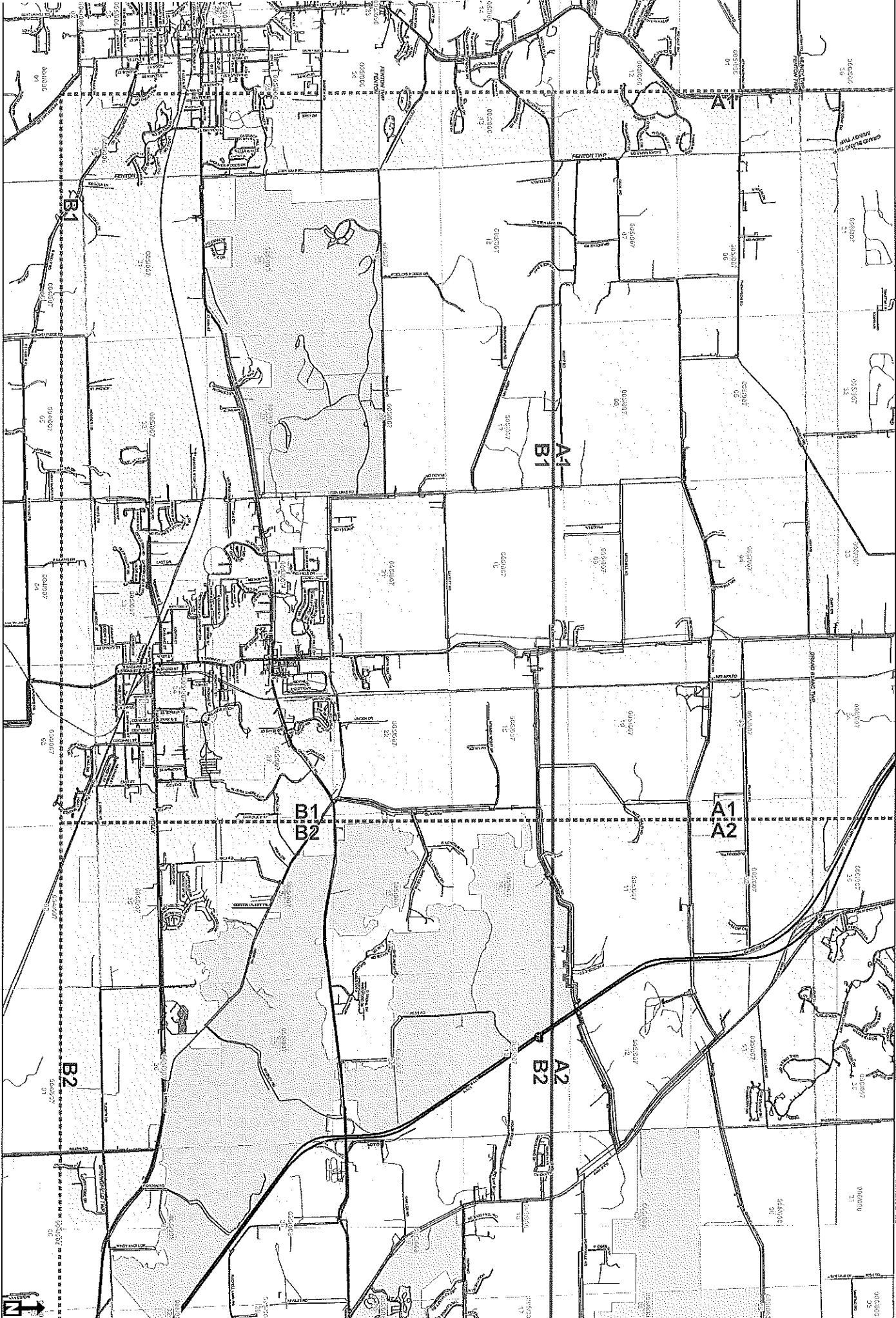
The Bond shall be in the form of cash, or an irrevocable bank letter of credit form or surety bond form approved by the Municipality and shall be posted with Municipality before any construction or engineering permit may be issued, and as a requirement for effectiveness of this Permit.

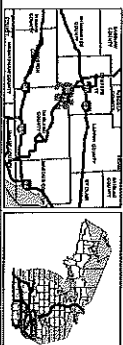
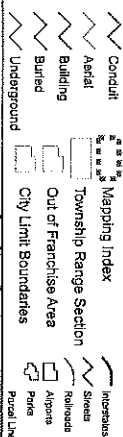
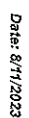
The initial amount of the Bond required by this Permit shall be \$10,000.00, with the final amount determined and communicated to Permittee by Municipality based on the construction plans submitted to and approved by Municipality, with any construction or engineering permit bond for that amount, allowed to serve as the Bond required by this Permit.

During the term of this Permit, Municipality reserves the right to increase the Bond amount if it is no longer sufficient to cover the reasonable cost to ensure that the Public Right-of-Way is returned to its original condition during and after Permittee's access and use. Such right shall be exercised by written notice to Permittee that specifies the increased amount and date it is to be provided that is at least 60 days after Municipality's notice.



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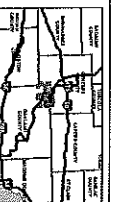


Michigan Metro Act

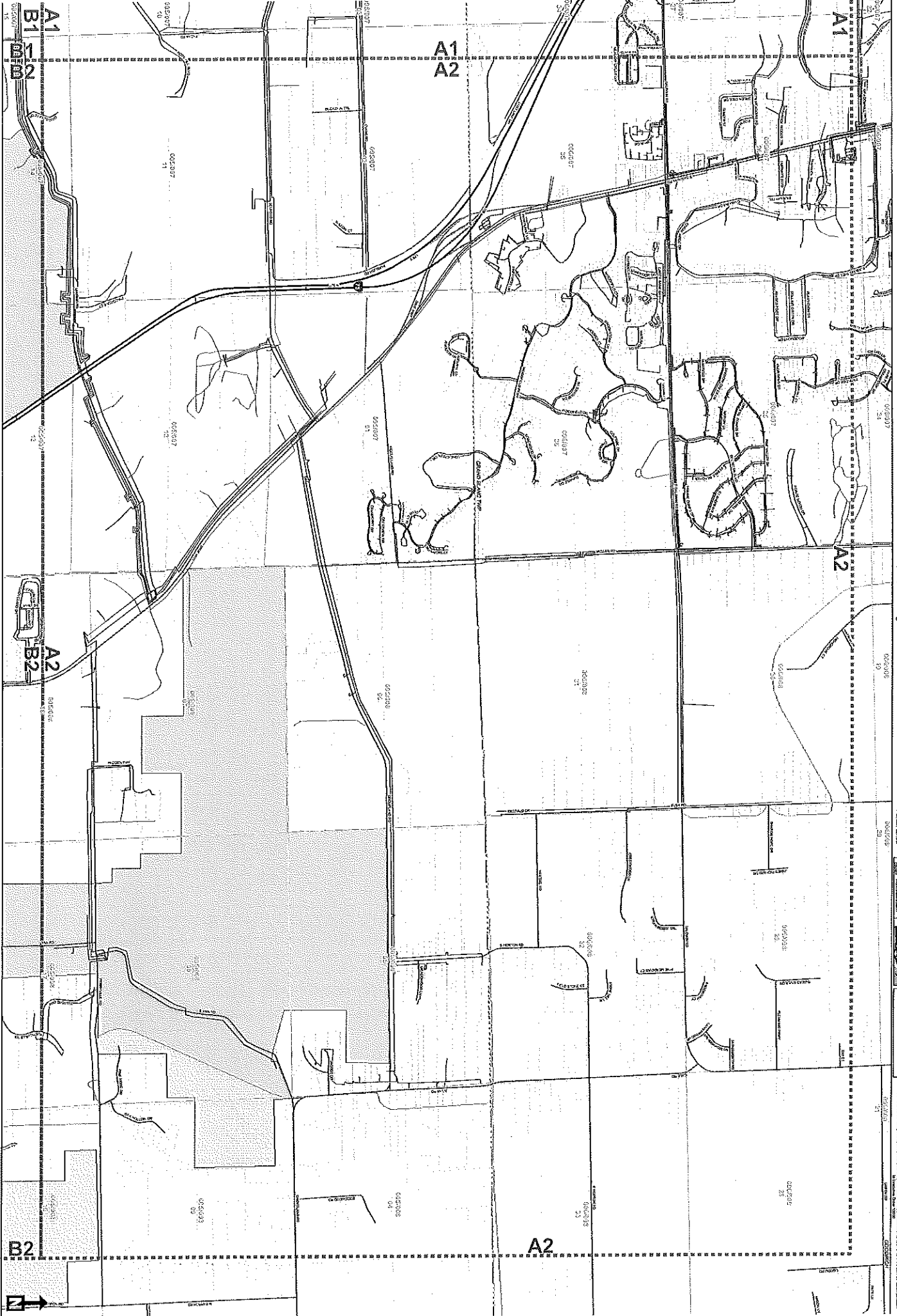
Holly Twp Metro Act Route Maps 2023 Project

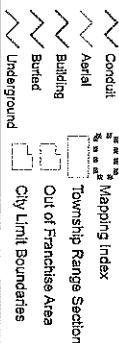
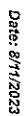
Sheet: A2

- Conduit
- Aerial
- Building
- Buried
- Underground
- Mapping Index
- Township Range Section
- Out of Franchise Area
- City Limit Boundaries
- Intersections
- Streets
- Railroads
- Airports
- Parks
- Partial Lines


















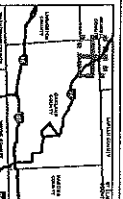
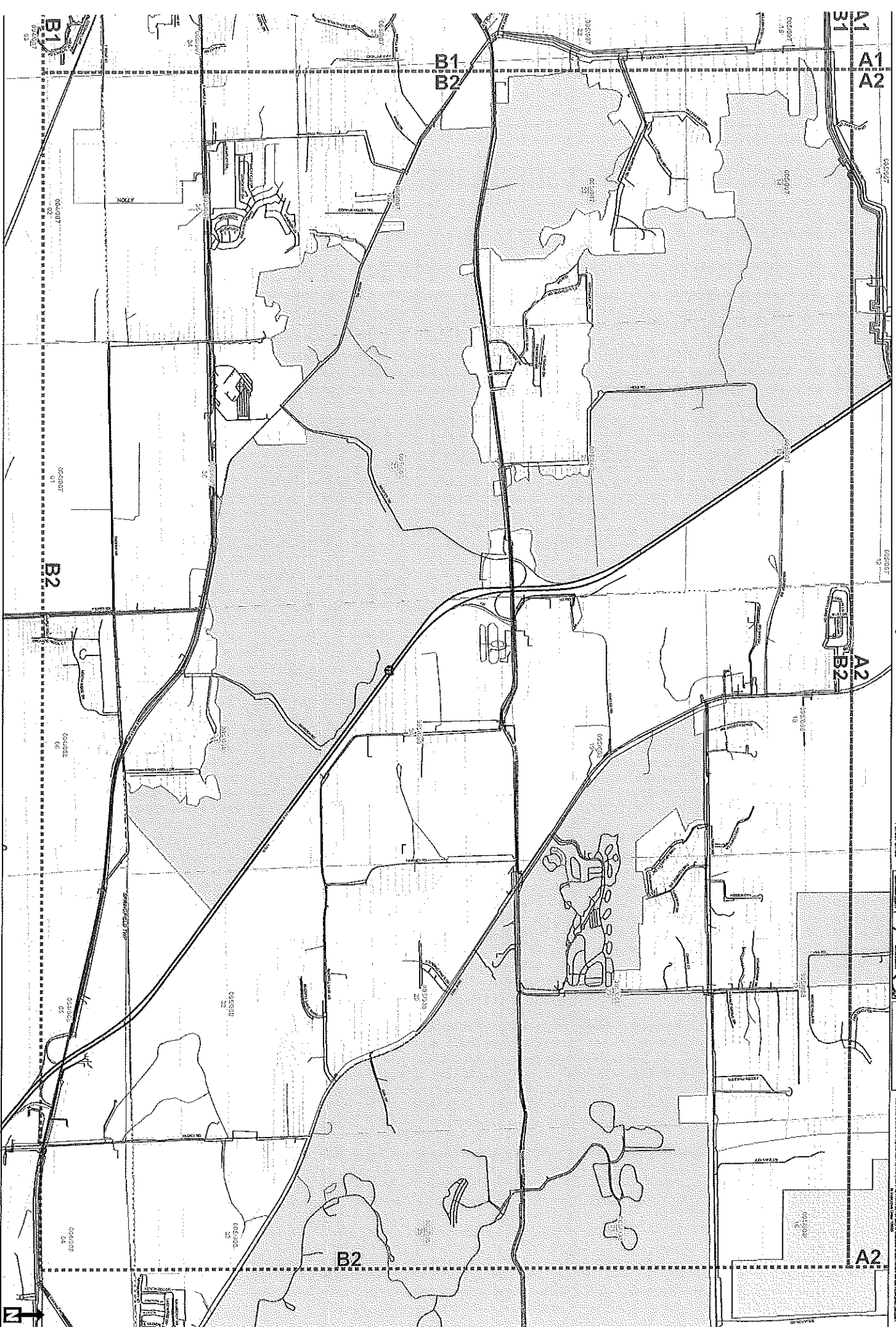
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[illegible]



-  Conduit
 Aerial
 Building
 Buried
 Underground
 Mapping Index
 Township Range Section
 Out of Franchise Area
 City Limit Boundaries
 Interstate
 Street
 Railroad
 Airport
 Park
 Parcel Lines

[illegible]

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY2024

I, George Kullis, as the Supervisor of Township of Holly (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period July 1, 2023 through June 30, 2024 (Section 1 below), and **Community Credits** available for the period July 1, 2023 to June 30, 2024 (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$5,624.00** in **Municipal Credit** funds as follows:

(a) Transfer to WOTA Funding of: \$ 5,624.00
TRANSFeree COMMUNITY

(b) Van/Bus Operations At the cost of: \$ _____
(Including Charter and Taxi services)

(c) Services Purchased from SMART At the cost of: \$ _____
(Including Tickets, Shuttle Services/Dial-a-Ride)

(d) Services Purchased from Subcontractor At the cost of: \$ _____

(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement)

Total \$5,624.00

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature

to SMART. All Municipal Credit funding must be spent by June 30, 2026; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$0** in **Community Credit** funds available as follows:

(a) Transfer to _____ Funding of: \$ _____

TRANSFeree COMMUNITY

(b) Van/Bus Operations At the cost of: \$ _____
(Including Charter and Taxi services)

(c) Services Purchased from SMART At the cost of: \$ _____
(Including Tickets, Shuttle Services/Dial-a-Ride)

(d) Capital Purchases At the cost of: \$ _____

(e) Services Purchased from Subcontractor At the cost of: \$ _____

(NAME OF SUBCONTRACTOR)

(See attached Subcontractor Service Agreement)

Total \$0

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2024, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2027; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

The Parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

This Agreement shall be binding once signed by both parties.

**SUBURBAN MOBILITY AUTHORITY FOR
REGIONAL TRANSPORTATION**

Signature

Printed Name

Title

Date

TOWNSHIP OF HOLLY

Signature

George Kullis

Printed Name

Township Supervisor

Title

Date

EXHIBIT A (WOTA)

PROJECT DESCRIPTION

Overall Project Description (*Provide a descriptive narrative*):

Holly Township, Holly Village, Groveland Township, Highland Township, Keego Harbor, Lake Angelus, Orchard Lake, Rose Township, Sylvan Lake, Walled Lake, Waterford Township and White Lake Township are served by WOTA to provide transportation services for their residents.

Service Area (*Provide geographic boundaries*):

West: US-23 and Fenton; East: Woodward in Pontiac, Great Lakes Crossing, Orchard Lake Road between 12 & 16 Mile Roads; North: into Grand Blanc, Flint and Clarkston to I-75; and South: 10-Mile & Haggerty and Grand River Ave.

Service Times (*Provide days and hours of service*):

Monday-Friday 7am-4pm and 6am-9pm.

Eligible User Groups (*Users eligible to use the service*):

Elderly 55+, disabled adults 18+, Veterans and Low-income residents of all above listed communities.

Fare Structure (*Cost to use service*):

\$2.00 per stop.

Service Mode (*Describe the number and type of vehicles used and if they are wheelchair lift-equipped*):

Availability up to 30 vehicles: 23-ft buses, Ford Transit Vans, Pro Master vans and Chrysler Voyager minivans, are equipped with wheelchair accessibility.

Jenn Ryan

From: Tyler Baker <tbaker@manercpa.com>
Sent: Monday, August 21, 2023 2:31 PM
To: Jenn Ryan
Subject: RE: Holly Township FY2023

Hey Jenn,

Alternative method does not include all deferred inflows/outflows that a normal full valuation would have with it as they are all flushed through the liability in year one. If they do the alternative measurement method and detail out how they are getting to their DI/DO and provide the information needed for the assumptions/footnotes then if you want to continue with the AMM then I don't have any issues. The issue with the old way was that it was difficult to tell assumptions in the calculation and we need to be able to evaluate the specialist so if there is an actual company calculating it and we can document that the expert is qualified (which GovInvest would be it sounds like), that is much better than how previously calculated.

Hopefully this makes sense!

Tyler P. Baker | Senior Manager

517.886.9590

tbaker@manercpa.com

2425 E. Grand River Ave., Suite 1, Lansing, MI 48912

manercpa.com



From: Jenn Ryan <treasurer@hollytownship.org>
Sent: Thursday, August 17, 2023 2:16 PM
To: Tyler Baker <tbaker@manercpa.com>
Subject: RE: Holly Township FY2023
Importance: Low

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Tyler,

I was working on getting quotes for the OPEB valuation. I received one from Nyhart and Watkins Ross. I had a meeting today with GovInvest for their quote. They mentioned that they would typically also do the alternative measurement method for a plan our size. Is there something particular that you want to see in the report different from that method?

Jenn Ryan

From: Jessica London <jessica.london@govinvest.com>
Sent: Thursday, August 17, 2023 3:05 PM
To: Jenn Ryan
Subject: Re: GovInvest ~ OPEB Evaluation

Jenn,

My apologies, I was informed that we do not handle "just" OPEB Valuations. We have a software that is purchased for you to use the information provided in the reports we prepare.

After talking further with Ira and Evi we do not believe the software purchase would be beneficial to your Township. Our minimum on that module is \$12,000/annually with the reports being prepared for you.

However, per the information shared today in our meeting by Evi - I would really speak to your auditor in regard to what they feel your current reports are lacking. She feels your reports should be sufficient per the GASB guidelines.

If you have any further questions, we might be able to help with please feel free to reach out.

Again, my apologies for not understanding our internal process (I am fairly new to the organization).

Thank you!

Jessica London | Senior Sales Executive
jessica.london@govinvest.com
281-203-5785
GovInvest

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Jenn Ryan

From: John Mallows <John.Mallows@ascensus.com>
Sent: Monday, August 14, 2023 12:42 PM
To: Jenn Ryan
Subject: RE: OPEB Valuation Quote

Hi Jenn,

We understand that Milliman's system for small plans is highly price competitive given their bare minimum valuation process that shifts all responsibility to the client from data to assumption determination.

At Nyhart, our fees also include:

- Presentation of results, if desired
- Dedicated support and availability with 3 points of contact
- We provide items that Milliman does not in their exclusion section (see Section 7 of Milliman Report)
- In reference to Section 9 of Milliman Report:
 - We have a more thorough data process review comparing to prior year and reviewing for reasonability rather than caveat that data responsibility is fully with website user.
 - We assist with assumption selection rather than website user being fully responsible for determination.
- Nyhart has a thorough 3-person process: analyst completes the work, 1st signing actuary checks, and 2nd signing actuary reviews.

All said, if you are looking for the cheapest option and are fine taking all responsibility for data and assumptions, then you may want to stay with Milliman; however, if you are looking for a higher level of service with us, our fees would be \$4,000 for a full valuation every 2 years and we would also complete interim valuations in the non-valuation years for a fee of \$2,000. So, the total fees for a 2-year cycle would be \$6,000 or \$3,000 per year on average.

Please let me know if you have questions.

Thanks,

John

From: Jenn Ryan <treasurer@hollytownship.org>
Sent: Tuesday, August 8, 2023 2:04 PM
To: John Mallows <John.Mallows@ascensus.com>
Subject: [EXTERNAL] RE: OPEB Valuation Quote
Importance: Low

CAUTION: This email originated from outside of the organization. Do not follow guidance, click links, or open attachments unless you recognize the sender and know the content is safe.

John,

Please find attached the documents from last year.

Thank you,
Jenn Ryan

From: John Mallows <John.Mallows@ascensus.com>
Sent: Tuesday, August 8, 2023 1:14 PM
To: Jenn Ryan <treasurer@hollytownship.org>
Subject: OPEB Valuation Quote

Hello Jenn,

My name is John Mallows and I'm an actuary here at Nyhart. I would like to provide you a quote but I'd like to see the prior actuary's report before I do. Is this something you can provide?

Thanks!

John Mallows

John Mallows, FSA, MAAA
Consulting Healthcare Actuary
Nyhart, part of FuturePlan by Ascensus
P (317) 845 3609 | E john.mallows@nyhart.com
A 22408 Rock Wren Rd, Spicewood, TX 78669



From: Jenn Ryan <treasurer@hollytownship.org>
Sent: Thursday, August 3, 2023 11:03 AM
To: connect@nyhart.com
Subject: [EXTERNAL] OPEB Valuation
Importance: Low

CAUTION: This email originated from outside of the organization. Do not follow guidance, click links, or open attachments unless you recognize the sender and know the content is safe.

Holly Township needs an OPEB valuation for its retiree healthcare plan. It's a very small plan, less than ten people in the plan. Would you be able to provide a quote and timeframe for providing an OPEB liability valuation?

Thank you,
Jenn Ryan

Holly Township Treasurer
248-634-9331 ext 302

Disclaimer

Jenn Ryan

From: Chris Veenstra <CVeenstra@watkinsross.com>
Sent: Thursday, August 3, 2023 11:16 AM
To: Jenn Ryan
Cc: Lisa Hayes
Subject: Holly Township OPEB valuation and GASB report

Jenn,

Absolutely.

To complete the GASB report for your retiree healthcare (OPEB) plan using a full actuarial valuation including compliance with State of Michigan Public Act (PA) 202, we would charge \$4,000.

Because GASB only requires that the report be based on a full valuation once every two years, we would complete next year's report using a roll-forward from the 2023 results. For that report we would charge \$1,300.

If this is acceptable to you, let us know and we will follow up with a census request right away. Our internal turnaround target is 6-8 weeks from receipt of the census data but we have worked with tighter deadlines in response to audit needs.

Thank you for your consideration.

Regards,

Chris



Christian R. Veenstra, FCA, ASA, MAAA, EA
President
200 Ottawa Ave. N.W. Suite 600
Grand Rapids MI 49503-2426
Phone: 616.742.9244 Fax: 616.456.5021
Retirement Plan Consultants, Actuaries and Administrators



From: Jenn Ryan <treasurer@hollytownship.org>
Sent: Thursday, August 3, 2023 10:22 AM
To: Chris Veenstra <CVeenstra@watkinsross.com>
Subject: {EXTERNAL EMAIL}OPEB Valuation
Importance: Low

You don't often get email from treasurer@hollytownship.org. [Learn why this is important](#)

Christian Veenstra,

Holly Township needs an OPEB valuation for its retiree healthcare plan. It's a very small plan, less than ten people in the plan. Would you be able to provide a quote and timeframe for providing an OPEB liability valuation?

Thank you,
Jenn Ryan

Holly Township Treasurer
248-634-9331 ext 302



RESOLUTION 2023-18:

**EARLY VOTING
AND
POLLING LOCATION CHANGE**

Whereas, in November of 2020, Michigan Voters passed a Constitutional Amendments to Election Law to have for Early Voting for 9 days prior to a Federal and State Election; and

Whereas, other elections besides Federal and State Elections can be called.

THEREFORE BE IT RESOLVED, to maintain consistency for the Holly Township and Village of Holly Voters, the Township of Holly hereby approves to provide early voting for all elections.

Whereas, the polling location for Holly Township and the Village of Holly Voters is at the Karl Richter Community Center; and

Whereas, the Voters in the Holly Area School District voted to build a new Middle School and tear down the Karl Richter Community Center and that process will begin in year 2024.

Whereas, the Holly Area Schools have given permission to Holly Township to locate the polling place at the Sherman Middle School Gymnasium.

BE IT FURTHER RESOLVED that the Holly Township Board of Trustees hereby approves the Precinct Polling Location as follows:

***Precinct Polling Location Change shall be moved
from the Karl Richter Community Center Gymnasium 300 E. St.
to the Sherman Middle School, Sherman Campus Gymnasium
14470 N. Holly Rd.
Holly, MI 48442***

***EFFECTIVE BEGINNING WITH THE
2024 ELECTION CYCLE
Township of Holly
Oakland County, Michigan***



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

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

ADOPTED by the Holly Township Board of Trustees this 20th day of September 2023.

Motion by:
Supported by:
Ayes:
Nays:
Absent:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of the Township of Holly, Oakland County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting held on the 20th day of September, 2023, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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