

HOLLY TOWNSHIP  
PROPOSED AGENDA  
Board of Trustees Regular Meeting  
April 17, 2024 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 – March 20, 2024.
2. Approval of Special Meeting Minutes – March 6, 2024.
3. Approval of Financial Statement – March 2024.
4. Approval of Bills for Payment – April 2024.
5. Receipt of Routine Reports:
  - A. N.O.C.F.A. Minutes – March 18, 2024.
  - B. Planning Commission Minutes – March 5, 2024.
  - C. Building Permits – March 2024.
  - D. Treasurer’s Annual and Quarterly Report – March 31, 2024
6. 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: 2024 Community Development Block Grant Application.

PRESENTATIONS: Holly Township Parks on their 2024-2025 Proposed Parks Budget.

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

1. New Township Hall Property.

NEW BUSINESS

1. Township Boards and Commissions Meetings Dates – Proposed Resolution 2024-07.
2. Meeting Location Change for June 17, 2024 Board of Trustees Meeting.
3. 2024-2025 NOCFA Budget – Proposed Resolution 2024-08.
4. 2024-2025 Holly Township Parks Proposed Budget.
5. Holly Area Youth Coalition Contract for Opioid Settlement Activities.
6. 2024 CDBG Application – Proposed Resolution 2024-09.
7. Removal of One Board of Review Alternate – Term Ending 12-31-25.

PUBLIC COMMENT

ADJOURNMENT



Holly Township  
Board of Trustees Workshop  
Minutes of February 29, 2024

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**Call to Order:** Supervisor George Kullis called the March 6 2024 Meeting of the Holly Township Board of Trustees to order at 6:30 pm. located at the Future Holly Township Hall 4092 Grange Hall Rd., Holly, Michigan 48442.

**Roll Call:**

**Members Present:**

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

**Others Present:**

Brad Klein, AKA Architects  
John Balint, Township Engineer

**Public Comment:** None.

Agenda Approval.

- **Clerk Winchester moved to approve the agenda. Trustee Burton supported the motion. A voice vote was taken; all those present voted yes; the motion carried 5/0.**

**Business:**

**1. New Township Hall Property Workshop.**

Supervisor Kullis presented the Board with his proposal on an addition to the new township hall. He expected the board to decide at its next meeting March 20, 2024.

The Board took No Action.

**Public Comment:**

Ray Phanning, Veterans Resource Center addressed the board.

**Adjournment:** Supervisor Kullis, hearing no other business, adjourned the meeting at 7:54 p.m.

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Karin Winchester, MMC  
Holly Township Clerk



Holly Township  
Board of Trustees Regular Meeting  
Minutes of March 20, 2024

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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 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

**Members Absent:** None

**AGENDA APPROVAL**

Clerk Winchester asked to move Old Business, Item 1. to New Business, Item 3.

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

**CONSENT AGENDA:**

1. Approval of Meeting Minutes – February 21, 2024
2. Approval of Special Meeting Minutes – February 29, 2024
3. Approval of Special Meeting Minutes – December 7, 2023
4. Approval of Financial Statement – February 29, 2024
5. Approval of Bills for Payment – March 2024
6. Receipt of Routine Reports:
  - A. N.O.C.F.A. Minutes – February 20, 2024
  - B. Planning Commission Minutes – January 23, 2024
  - C. Building Permits – February 2024
  - D. Treasurer’s Annual and Quarterly Report – None
7. Communications: None

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

**PUBLIC HEARINGS:** None

**PRESENTATIONS:** Sue Julian, Blue Heron Headwaters Conservancy on Conservation Easement Request.

Ms. Julian's request is to enter into a conservation easement agreement between Blue Heron Conservancy and Holly Township for the property on the south side of the Fish Lake Road canoe/kayak landing. The intent of the agreement is to protect the land from future development and allow more recreational use. She provided a draft document for the Township's review.

**REPORTS:**

**Trustee Burton**

- HAYA
  - the deadline is April 11 to nominate a young person that is worthy of recognition for going above and beyond.
  - they have received three applications for scholarships. The submission deadline is April 10.
- A Davisburg student won the "Leader in Me" t-shirt design contest.

**Trustee Ruth** – no report.

**Clerk Winchester** – no report.

**Treasurer Ryan**

- The deadline has passed to pay property taxes at the Township offices. Residents must now make their payments to the County.
- Working with the County on the delinquent tax roll.

**Supervisor Kullis**

- Took his seat on the WOTA board and stated that they are extending their service hours to run services later and offer service on the weekends.

**PUBLIC COMMENT** (on Agenda items only).

John Lauve, 200 N. Saginaw Street, addressed the board.  
Sherlynn Everly, 314 Hadley, addressed the board.  
Mary Blanchard, 3444 Old Creek Drive, addressed the board.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. Request for Conservation Easement – Blue Heron Headwaters Conservancy.
  - **Motion by Clerk Winchester to forward the conservation easement agreement to the Township attorney for review. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 5/0.**
2. Farmstead North Road and Parking Proposals

Clerk Winchester stated that HRC provided the bid sheets, and six bids were received. The bid was split in two parts: primary (which included the completed N. Holly Road entrance) and alternate (without completion of the N. Holly Road entrance). The bid was split because of concerns about the wait time for County approval and permits for the full entrance on N. Holly Road. After discussion, it was determined that a primary bid could be approved.

- **Motion by Clerk Winchester to approve the primary bid from Johnny III Trucking for the complete project in the amount of \$79,386.80. Supported by Trustee Burton. A roll call vote was taken Clerk Winchester, yes; Treasurer Ryan, yes; Trustee Burton, yes; Trustee Ruth, no; Supervisor Kullis, yes. The motion was carried 4/1.**

3. New Township Hall Property.

After discussion, it was agreed that we need professionals to guide us through the process of expansion of the building which should include more public meetings and a Master Plan for the entire site. Future expansion must be carefully considered before any decisions can be made.

No Board Took no Action.

4. Assessing Contract.

- **Motion by Clerk Winchester to approve the Assessing Contract with Oakland County ending June 30, 2025. Supported by Treasurer Ryan. A roll call vote was taken. A roll call vote was taken Clerk Winchester, yes; Treasurer Ryan, yes; Trustee Burton, yes; Trustee Ruth, no; Supervisor Kullis, yes. The motion was carried 4/1.**

5. West Nile Virus Grant Program – Proposed Resolution 2024-05

- **Motion by Clerk Winchester to approve the West Nile Virun Grant Program, Proposed Resolution 2024-05. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion was carried 5/0.**

6. Hazard Mitigation Plan – Proposed Resolution 2024-06.

This is a request from the County and NOCFA to renew the Hazard Mitigation Plan with the county. Holly Township does not have its' own plan, and renewal will allow the Township to be part of the county plan.

- **Motion by Clerk Winchester to approve the Hazard Mitigation Plan, Proposed Resolution 2024-06. Supported by Treasurer Ryan. A roll call vote was taken. All present voted yes. The motion was carried 5/0.**

7. Spring and Fall Cleanup Days, Location, Tire Grant and Set Dates – May 4 and Oct 5, 2024.

This is a request to change the location and set the dates. The proposed location is the new Holly Township offices, 4092 Grange Hall Road. The Township has a tire grant from EGLE for \$9,000 and will allow tire drop-off for up to a 90-day period at the proposed site.

- **Motion by Clerk Winchester to set May 4 and October 5, 2025 for clean up days to be held at the new Township offices, 4092 Grange Hall Road and a tire dumpster set for up to 90 days. Supported by Trustee Ruth. A roll call vote was taken. All present voted yes. The motion was carried 5/0.**

8. Proposed Master Plan for Review, Comment and Approval of Public Distribution.

Clerk Winchester stated that the Planning Commission has worked extensively on the Master Plan and believes that it is ready to be released to the public for comment and the required 63-day review and comment period. The Planning Commission acknowledges that the Zoning Ordinances will need to be updated to support the plan, and they are ready to move forward.

Trustees noted that there are typos and other omissions to be corrected before the draft is released to the public.

- **Motion by Clerk Winchester to approve distribution of the Draft Master Plan to the public for the 63-day review and comment period. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 5/0.**

9. 2024 Dust Control Program.

- **Motion by Trustee Burton to approve the Dust Control Program contract with five applications. Supported by Trustee Ruth. A roll call vote was taken. All present voted yes. The motion was carried 5/0.**

#### **PUBLIC COMMENT**

Ray Pfenning, Veterans Resource Center, addressed the board.  
Mary Blanchard, 3444 Old Creek Drive, addressed the board.  
John Lauve, 200 N. Saginaw Street, addressed the board.  
Randy Finkbeiner, 15335 Catalina Way, addressed the board.

**ADJOURNMENT** - Supervisor Kullis adjourned the meeting at 8:12 p.m.

Diane M. Hill, Recording Secretary

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Karin S. Winchester, Clerk



GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 03/31/2024	ACTIVITY FOR MONTH 03/31/2024	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
<b>Fund 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
101-400-811-000	PLANNER SERVICES	35,000.00		17,353.71	3,271.21	17,646.29	49.58
101-400-812-000	ENGINEER SERVICES	29,000.00		11,239.14	0.00	13,760.86	44.96
101-400-830-000	DUES, SUBS & TUITION	4,000.00		422.95	0.00	3,577.05	10.57
101-400-860-000	MILEAGE REIMBURSEMENT	1,000.00		0.00	0.00	1,000.00	0.00
<b>Total Dept 400 - PLANNING</b>		<b>76,900.00</b>		<b>33,948.10</b>	<b>3,271.21</b>	<b>42,951.90</b>	<b>44.15</b>
<b>Dept 410 - ZONING BOARD OF APPEALS</b>							
101-410-702-000	SALARIES	1,000.00		315.00	0.00	685.00	31.50
101-410-715-000	SOCIAL SECURITY	80.00		24.10	0.00	55.90	30.13
101-410-802-000	CONTRACTED SERVICES	1,500.00		0.00	0.00	1,500.00	0.00
101-410-830-000	DUES, SUBS & TUITION	1,500.00		302.05	0.00	1,197.95	20.14
101-410-860-000	MILEAGE REIMBURSEMENT	1,000.00		0.00	0.00	1,000.00	0.00
<b>Total Dept 410 - ZONING BOARD OF APPEALS</b>		<b>5,080.00</b>		<b>641.15</b>	<b>0.00</b>	<b>4,438.85</b>	<b>12.62</b>
<b>Dept 450 - PUBLIC WORKS</b>							
101-450-520-000	CEMETERY	14,430.00		10,210.00	0.00	4,220.00	70.76
101-450-521-000	CLEANUP DAYS	13,000.00		3,176.90	0.00	9,823.10	24.44
101-450-525-000	PHRAGMITE CONTROL	5,000.00		0.00	0.00	5,000.00	0.00
101-450-930-000	ROAD GRAVEL	21,000.00		20,230.00	0.00	770.00	96.33
101-450-930-002	ROAD MAINT.-CHLORIDE	80,000.00		47,455.72	0.00	32,544.28	59.32
101-450-930-003	N. HOLLY RD. PROJECT	37,500.00		37,500.00	0.00	0.00	100.00
<b>Total Dept 450 - PUBLIC WORKS</b>		<b>170,930.00</b>		<b>118,572.62</b>	<b>0.00</b>	<b>52,357.38</b>	<b>69.37</b>
<b>Dept 528 - ARPA EXPENSES</b>							
101-528-740-000	ARPA OPERATING EXPENSES	66,670.00		66,670.00	66,670.00	0.00	100.00
<b>Total Dept 528 - ARPA EXPENSES</b>		<b>66,670.00</b>		<b>66,670.00</b>	<b>66,670.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Dept 660 - COMMUNITY SERVICES</b>							
101-660-844-000	YOUTH ASSISTANCE	2,625.00		2,625.00	0.00	0.00	100.00
<b>Total Dept 660 - COMMUNITY SERVICES</b>		<b>2,625.00</b>		<b>2,625.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>TOTAL EXPENDITURES</b>		<b>1,426,291.00</b>		<b>818,611.57</b>	<b>145,712.39</b>	<b>607,679.43</b>	<b>57.39</b>
<b>Fund 101 - GENERAL FUND:</b>							
<b>TOTAL REVENUES</b>		<b>1,426,291.00</b>		<b>1,132,235.90</b>	<b>123,180.44</b>	<b>294,055.10</b>	<b>79.38</b>
<b>TOTAL EXPENDITURES</b>		<b>1,426,291.00</b>		<b>818,611.57</b>	<b>145,712.39</b>	<b>607,679.43</b>	<b>57.39</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>		<b>313,624.33</b>	<b>(22,531.95)</b>	<b>(313,624.33)</b>	<b>100.00</b>
<b>BEG. FUND BALANCE</b>		<b>1,248,180.50</b>		<b>1,248,180.50</b>			
<b>END FUND BALANCE</b>		<b>1,248,180.50</b>		<b>1,561,804.83</b>			

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 03/31/2024	ACTIVITY FOR MONTH 03/31/2024	AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - PEG FUNDS							
Revenues							
Dept 000 - GENERAL							
105-000-476-000	PEG FEES	5,500.00		3,256.96	0.00	2,243.04	59.22
105-000-664-000	INTEREST	0.00		0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		5,500.00		3,256.96	0.00	2,243.04	59.22
TOTAL REVENUES							
		5,500.00		3,256.96	0.00	2,243.04	59.22
Expenditures							
Dept 105 - PEG							
105-105-740-000	OPERATING EXPENSES	5,500.00		0.00	0.00	5,500.00	0.00
Total Dept 105 - PEG		5,500.00		0.00	0.00	5,500.00	0.00
TOTAL EXPENDITURES							
		5,500.00		0.00	0.00	5,500.00	0.00
Fund 105 - PEG FUNDS:							
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
BEG. FUND BALANCE							
END FUND BALANCE							
		5,500.00		3,256.96	0.00	2,243.04	59.22
		88,978.34		88,978.34	0.00	5,500.00	0.00
		88,978.34		92,235.30	0.00	(3,256.96)	100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 03/31/2024	ACTIVITY FOR MONTH 03/31/2024		AVAILABLE BALANCE & BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 106 - METRO ACT FUNDS							
Revenues							
Dept 000 - GENERAL							
106-000-476-000	METRO ACT PAYMENTS	8,000.00	0.00	0.00	0.00	8,000.00	0.00
106-000-664-000	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		8,000.00	0.00	0.00	0.00	8,000.00	0.00
Dept 106 - METRO ACT							
106-106-695-000	TRANSFER FROM FUND BALANCE	80,000.00	0.00	0.00	0.00	80,000.00	0.00
Total Dept 106 - METRO ACT		80,000.00	0.00	0.00	0.00	80,000.00	0.00
TOTAL REVENUES							
		88,000.00	0.00	0.00	0.00	88,000.00	0.00
Expenditures							
Dept 106 - METRO ACT							
106-106-740-000	OPERATING EXPENSES	88,000.00	0.00	0.00	0.00	88,000.00	0.00
Total Dept 106 - METRO ACT		88,000.00	0.00	0.00	0.00	88,000.00	0.00
TOTAL EXPENDITURES							
		88,000.00	0.00	0.00	0.00	88,000.00	0.00
Fund 106 - METRO ACT FUNDS:							
TOTAL REVENUES		88,000.00	0.00	0.00	0.00	88,000.00	0.00
TOTAL EXPENDITURES		88,000.00	0.00	0.00	0.00	88,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE		82,573.79					
END FUND BALANCE		82,573.79					

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 03/31/2024	ACTIVITY FOR MONTH 03/31/2024	AVAILABLE		% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	BALANCE	
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT								
Revenues								
Dept 000 - GENERAL								
206-000-410-000	CURRENT TAX COLLECTION	1,017,258.00		992,115.79	0.00	25,142.21		97.53
206-000-664-000	INTEREST	542.00		980.99	11.30	(438.99)		180.99
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		1,017,800.00		993,096.78	11.30	24,703.22		97.57
Dept 206 - FIRE AND EMERGENCY								
206-206-694-000	TRANSFER FROM GENERAL FUND	39,200.00		0.00	0.00	39,200.00		0.00
Total Dept 206 - FIRE AND EMERGENCY		39,200.00		0.00	0.00	39,200.00		0.00
TOTAL REVENUES		1,057,000.00		993,096.78	11.30	63,903.22		93.95
Expenditures								
Dept 206 - FIRE AND EMERGENCY								
206-206-698-000	TRANSFER TO FUND BALANCE	0.00		0.00	0.00	0.00		0.00
206-206-740-000	OPERATING EXPENSES	1,000.00		607.93	70.87	392.07		60.79
206-206-802-000	CONTRACTED SERVICES	1,056,000.00		1,056,000.00	0.00	0.00		100.00
206-206-971-000	CAPITAL OUTLAY	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		1,057,000.00		1,056,607.93	70.87	392.07		99.96
TOTAL EXPENDITURES		1,057,000.00		1,056,607.93	70.87	392.07		99.96
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:								
TOTAL REVENUES		1,057,000.00		993,096.78	11.30	63,903.22		93.95
TOTAL EXPENDITURES		1,057,000.00		1,056,607.93	70.87	392.07		99.96
NET OF REVENUES & EXPENDITURES		0.00		(63,511.15)	(59.57)			100.00
BEG. FUND BALANCE		443,039.95		443,039.95				
END FUND BALANCE		443,039.95		379,528.80				

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 03/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
<b>Fund 249 - BUILDING</b>						
Revenues						
Dept 000 - GENERAL						
249-000-476-000	LICENSES & PERMITS	95,000.00	36,972.45	4,883.80	58,027.55	38.92
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	36,972.45	4,883.80	119,726.55	23.59
<b>TOTAL REVENUES</b>						
		156,699.00	36,972.45	4,883.80	119,726.55	23.59
Expenditures						
Dept 371 - BUILDING INSPECTION						
249-371-702-000	SALARIES	56,408.00	42,307.56	4,700.84	14,100.44	75.00
249-371-715-000	SOCIAL SECURITY	4,316.00	3,236.51	359.62	1,079.49	74.99
249-371-719-000	PENSION	5,775.00	4,230.72	470.08	1,544.28	73.26
249-371-720-000	HEALTH/LIFE INSURANCE	19,000.00	16,232.75	1,869.87	2,767.25	85.44
249-371-740-000	OPERATING EXPENSES	8,000.00	8,369.45	0.00	(369.45)	104.62
249-371-741-000	LEASE PAYMENT	18,000.00	13,500.00	1,500.00	4,500.00	75.00
249-371-802-000	BUILDING INSPECTOR	21,000.00	9,761.48	783.25	11,238.52	46.48
249-371-803-000	ELECTRICAL INSPECTOR	8,000.00	3,840.60	315.00	4,159.40	48.01
249-371-804-000	MECHANICAL INSPECTOR	10,200.00	4,514.40	553.80	5,685.60	44.26
249-371-805-000	PLUMBING INSPECTOR	5,500.00	2,125.80	301.80	3,374.20	38.65
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	108,119.27	10,854.26	48,579.73	69.00
<b>TOTAL EXPENDITURES</b>						
		156,699.00	108,119.27	10,854.26	48,579.73	69.00
Fund 249 - BUILDING:						
TOTAL REVENUES		156,699.00	36,972.45	4,883.80	119,726.55	23.59
TOTAL EXPENDITURES		156,699.00	108,119.27	10,854.26	48,579.73	69.00
NET OF REVENUES & EXPENDITURES		0.00	(71,146.82)	(5,970.46)	71,146.82	100.00
BEG. FUND BALANCE		221,345.15	221,345.15			
END FUND BALANCE		221,345.15	150,198.33			

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDT
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2024	03/31/2024	MONTH 03/31/2024	INCREASE (DECREASE)		
Fund 401 - CAPITAL IMPROVEMENT FUND									
Revenues									
Dept 000 - GENERAL									
401-000-664-000	INTEREST	0.00		9,670.50		229.20		(9,670.50)	100.00
401-000-694-000	TRANSFER FROM GENERAL FUND	25,000.00		25,000.00		25,000.00		0.00	100.00
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		34,670.50		25,229.20		210,329.50	14.15
TOTAL REVENUES									
		245,000.00		34,670.50		25,229.20		210,329.50	14.15
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		14,029.91		0.00		185,970.09	7.01
401-401-470-001	FARMSTEAD PROJECT	45,000.00		10,000.93		0.00		34,999.07	22.22
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		24,030.84		0.00		220,969.16	9.81
TOTAL EXPENDITURES									
		245,000.00		24,030.84		0.00		220,969.16	9.81
Fund 401 - CAPITAL IMPROVEMENT FUND:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
BEG. FUND BALANCE		0.00		34,670.50		25,229.20		210,329.50	14.15
END FUND BALANCE		679,117.01		24,030.84		0.00		220,969.16	9.81
		679,117.01		10,639.66		25,229.20		(10,639.66)	100.00
		689,756.67		679,117.01					
				689,756.67					

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDC
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2024	03/31/2024	MONTH 03/31/2024	INCREASE (DECREASE)		
Fund 403 - CHARLES MOTT GRANT FUNDS									
Revenues									
Dept 000 - GENERAL									
403-000-581-000	CHARLES MOTT GRANT FUNDS	0.00		200,000.00		0.00		(200,000.00)	100.00
403-000-582-000	THE GLENMEDE TRUST GRANT FUNDS	0.00		0.00		0.00		0.00	0.00
403-000-664-000	INTEREST	0.00		0.00		0.00		0.00	0.00
403-000-695-000	TRANSFER FROM FUND BALANCE	389,301.00		0.00		0.00		389,301.00	0.00
Total Dept 000 - GENERAL		389,301.00		200,000.00		0.00		189,301.00	51.37
TOTAL REVENUES									
		389,301.00		200,000.00		0.00		189,301.00	51.37
Expenditures									
Dept 403 - CAPITAL PROJECTS									
403-403-970-000	CAPITAL OUTLAY - CHARLES MOTT GRANT	63,301.00		75,168.45		0.00		(11,867.45)	118.75
403-403-971-000	CAPITAL OUTLAY - GLEN MEADE TRUST FUND	326,000.00		42,787.17		0.00		283,212.83	13.12
Total Dept 403 - CAPITAL PROJECTS		389,301.00		117,955.62		0.00		271,345.38	30.30
TOTAL EXPENDITURES									
		389,301.00		117,955.62		0.00		271,345.38	30.30
Fund 403 - CHARLES MOTT GRANT FUNDS:									
TOTAL REVENUES									
TOTAL EXPENDITURES		389,301.00		200,000.00		0.00		189,301.00	51.37
NET OF REVENUES & EXPENDITURES		389,301.00		117,955.62		0.00		271,345.38	30.30
BEG. FUND BALANCE		0.00		82,044.38		0.00		(82,044.38)	100.00
END FUND BALANCE		391,315.32		391,315.32					
		391,315.32		473,359.70					

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 03/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
<b>Fund 404 - ROAD IMPROVEMENTS</b>						
Revenues						
Dept 000 - GENERAL						
404-000-694-000	TRANSFER FROM GENERAL FUND	25,000.00	25,000.00	0.00	0.00	100.00
404-000-694-101	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 000 - GENERAL</b>						
		25,000.00	25,000.00	0.00	0.00	100.00
<b>TOTAL REVENUES</b>						
		25,000.00	25,000.00	0.00	0.00	100.00
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
<b>Total Dept 404 - ROAD IMPROVEMENT FUND</b>						
		25,000.00	0.00	0.00	25,000.00	0.00
<b>TOTAL EXPENDITURES</b>						
		25,000.00	0.00	0.00	25,000.00	0.00
<b>Fund 404 - ROAD IMPROVEMENTS:</b>						
TOTAL REVENUES						
		25,000.00	25,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES						
		25,000.00	0.00	0.00	25,000.00	0.00
NET OF REVENUES & EXPENDITURES						
		0.00	25,000.00	0.00	(25,000.00)	100.00
BEG. FUND BALANCE						
END FUND BALANCE						
		25,000.00	25,000.00	0.00	0.00	
<b>TOTAL REVENUES - ALL FUNDS</b>						
TOTAL EXPENDITURES - ALL FUNDS						
		3,392,791.00	2,425,232.59	153,304.74	967,558.41	71.48
		3,392,791.00	2,125,325.23	156,637.52	1,267,465.77	62.64
NET OF REVENUES & EXPENDITURES						
		0.00	299,907.36	(3,332.78)	(299,907.36)	100.00
BEG. FUND BALANCE - ALL FUNDS						
		3,154,550.06	3,154,550.06			
END FUND BALANCE - ALL FUNDS						
		3,154,550.06	3,454,457.42			



04/11/2024

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP  
 POST DATES 03/21/2024 - 04/17/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
Fund 101 GENERAL FUND			
Dept 191 ELECTIONS			
101-191-740-000	OPERATING EXPENSES	VOTER CARD MAILING	3,395.64
Dept 215 CLERK			
101-215-830-000	DUES, SUBS & TUITION	MAR-24	25.00
Dept 253 TREASURER			
101-253-830-000	DUES, SUBS & TUITION	APR-24	10.00
Dept 254 TREASURER ADMIN			
101-254-830-000	DUES, SUBS & TUITION	APR-24	10.00
Dept 265 TOWNSHIP PROPERTIES			
101-265-920-000	UTILITIES	MAR-24 4092 GRANGE HALL I	300.23
101-265-920-000	UTILITIES	MAR-24 12 CIVIC DR	351.19
101-265-920-000	UTILITIES	MAR-24 13409 N. HOLLY RD	10.44
101-265-920-000	UTILITIES	MAR-24 13465 N. HOLLY RD	9.46
101-265-920-000	UTILITIES	MAR-24 102 CIVIC DR	37.05
101-265-920-000	UTILITIES	MAR-24 4092 GRANGE HALL I	37.05
101-265-930-000	RUGS	APR-24	124.43
101-265-930-000	MAINTENANCE & REPAIRS	MAR-24	750.00
101-265-930-000	MAINTENANCE & REPAIRS	MAR-24	1,469.11
101-265-930-000	MAINTENANCE & REPAIRS	MAR-24	43.96
101-265-930-000	MAINTENANCE & REPAIRS	APR-24	612.17
101-265-930-000	MAINTENANCE & REPAIRS	APR-24	80.00
			3,825.09
Dept 289 GENERAL SERVICES			
101-289-726-000	OPERATING EXPENSES	MAR-24	322.50
101-289-726-000	OPERATING EXPENSES	MAR-24	193.02
101-289-726-000	OPERATING EXPENSES	MAR-24	52.95
101-289-726-000	OPERATING EXPENSES	MAR-24	56.83
101-289-802-000	TB CONTRACTED SERVICES	MAR-24 MEETING MINUTES	131.25
101-289-804-000	LEGAL SERVICES	MAR-24	351.00
101-289-804-000	LEGAL SERVICES	MAR-24	31.00
101-289-804-000	LEGAL SERVICES	MAR-24	15.50

04/11/2024

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP  
POST DATES 03/21/2024 - 04/17/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
101-289-804-000	LEGAL SERVICES	MAR-24	186.00
101-289-804-000	LEGAL SERVICES	MAR-24	46.50
101-289-804-000	LEGAL SERVICES	MAR-24	299.00
101-289-804-000	LEGAL SERVICES	MAR-24	434.00
101-289-816-000	COMPUTER MAINTENANCE	MAR-24	10.00
101-289-816-000	COMPUTER MAINTENANCE	APR-24	2,875.50
101-289-900-000	LEGAL NOTICES	MAR-24	760.50
			<u>5,765.55</u>
Dept 400 PLANNING			
101-400-802-000	PC CONTRACTED SERVICES	MAR-24 MEETING MINUTES	112.50
101-400-811-000	PLANNER SERVICES	MAR-24	450.00
101-400-811-000	PLANNER SERVICES	MAR-24	1,530.00
			<u>2,092.50</u>
Dept 410 ZONING BOARD OF APPEALS			
101-410-830-000	DUES, SUBS & TUITION	APR-24	40.00
			<u>40.00</u>
			<u><u>15,163.78</u></u>
Fund 106 METRO ACT FUNDS			
Dept 106 METRO ACT			
106-106-740-000	OPERATING EXPENSES	MTG VIDEO EQUIP REPAIR	615.00
			<u>615.00</u>
Fund 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT			
Dept 206 FIRE AND EMERGENCY			
206-206-740-000	CONSUMERS 2413 BELFORD	MAR-24 WELL HYDRANT	36.54
206-206-740-000	CONSUMERS 4485 NELSON SCOT	MAR-24 WELL HYDRANT	34.24
			<u>70.78</u>
Fund 249 BUILDING			
249-371-741-000	LEASE PAYMENT	APR-24	1,500.00
249-371-802-000	BUILDING INSPECTOR	MAR-24 03/01/24 - 03/15/24	292.50
249-371-802-000	BUILDING INSPECTOR	APR-24 03/16/24 - 03/31/24	632.32
249-371-803-000	ELECTRICAL INSPECTOR	MAR-24 03/01/24 - 03/15/24	150.00

04/11/2024

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP  
POST DATES 03/21/2024 - 04/17/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
249-371-803-000	ELECTRICAL INSPECTOR	APRIL-24 03/16/24 - 03/31/24	387.00
249-371-804-000	MECHANICAL INSPECTOR	MAR-24 03/01/24 - 03/15/24	301.80
249-371-804-000	MECHANICAL INSPECTOR	APR-24 03/16/24 - 03/31/24	85.80
249-371-805-000	PLUMBING INSPECTOR	MAR-24 03/01/24 - 03/15/24	252.00
			<u>3,601.42</u>
			<u><u>3,601.42</u></u>
	Fund 101 GENERAL FUND		15,163.78
	Fund 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT		615.00
	Fund 249 BUILDING		70.78
	Fund 401 CAPITAL IMPROVEMENT FUND		<u>3,601.42</u>
		Total For All Funds:	<u><u>19,450.98</u></u>



# North Oakland County Fire Authority Regular Minutes of March 18, 2024

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**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 6:30 p.m. at NOCFA Station 1, 5051 Grange Hall Road, Holly, MI 48442

**Members Present:**

Kullis  
Miller  
Scheib-Snyder  
Winchester  
Stilwell  
Chief Lintz

**Members Absent:** None

**3. AGENDA APPROVAL:**

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

**4. CONSENT AGENDA:**

- a. Approval of meeting minutes from 2/20/2024
- b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date

Checking Account as of: 2/29/2024	-\$5,523.27
Statement Savings Account as of: 2/29/2024	\$573,063.60
Equipment Replacement Money Market Account as of: 2/29/2024	\$420,261.92
Accounts Receivable: - MEDICAL as of: 2/29/2024	\$88,426.63
Accounts Receivable: - FIRE as of: 2/29/2024	\$2,870.00
Aging Accounts Turned Over to Collections Allowance as of: 2/29/2024	\$37,544.47
Cost of Payroll: 1/22/2024 & 2/5/2024	\$110,928.91
Bills for Payment Total: 2/21/2024 through 3/18/2024	\$102,853.41

**Motion by Winchester to approve the Consent Ageda as presented. Supported by Miller. The motion was carried by a 5/0 roll call vote.**

## 5. PUBLIC COMMENT – ON AGENDA ITEMS ONLY:

Pam Mazich, 4200 Nelson Scott Drive, spoke in support of creating a new administrative position for Jeremy Lintz and selecting Asst. Chief Weil as the new Fire Chief.

## 6. PRESENTATIONS:

### a) Swearing in of new full time Firefighters

Board Secretary, Debbie Miller (Clerk, Rose Township) swore in three of the four new Firefighters:

- Logan Campbell
- Wade Spade
- James Parkin

Firefighter Brent Devries was absent due to illness.

The board, Firefighters, and family members posed for photos before resuming the meeting.

## 7. UNFINISHED BUSINESS:

### a) Articles of Incorporation Revisions/Creating Board Policies

Chief Lintz reported that Atty. Rita Lauer is waiting for a response from the Holly Township Attorney.

No action was taken.

## 8. NEW BUSINESS:

### a) Chief Lintz resignation letter

Chief Lintz read his resignation letter dated March 7, 2024. The effective date of his resignation is July 1, 2024.

**Motion by Scheib-Snyder to accept Chief Lintz's resignation. Supported by Winchester. The motion was carried by a 3/0 voice vote.**

### b) Fire Chief open position

There was extensive discussion regarding the following items: posting the Fire Chief position, appointing an interim Fire Chief, creating a new administrative position, job descriptions, and RFP's. It was agreed that the Fire Chief position should be posted to the public for applications. The decision to appoint an interim Fire Chief can be deferred depending on the length of the search process.

At the board's request, Chief Lintz agreed to develop RFP's for two positions based upon the documents he previously submitted to the board (detailing Fire Chief duties and administrative duties). He was asked to include salary ranges and requirements and have the documents available for next month's meeting. In the meantime, board members will research Fire Chief job descriptions from other fire departments.

Questions arose regarding salary ranges and job requirements (education, experience, training, etc.)

The FY 2025 budget includes salaries for two positions, and the following salary ranges were agreed upon:

- Fire Chief: \$80,000 - \$95,000 + benefits
- Administrative Assistant: \$65,000 (benefits are not budgeted)  
*Note: this is not an operational/firefighter position*

**Motion by Stilwell to develop RFP's for both positions, submit them to the public, and conduct interviews. Supported by Winchester. The motion was carried by a 4/1 roll call vote with Miller voting no.**

*NOTE: the motion above is inclusive of New Business, Items b) and c).*

After further discussion, it was agreed that the new Fire Chief should be responsible for hiring an administrative individual.

**Stillwell rescinded the previous motion.**

**Motion by Stilwell to post only the position of Fire Chief, and the new Fire Chief will hire an administrative assistant. Supported by Winchester. The motion was carried with a 5/0 roll call vote.**

**Motion by Scheib-Snider to create a new administrative position. Supported by Stilwell. The motion was carried by a 5/0 roll call vote.**

c) Proposed Administrative position

Resolved under item b) above.

d) FY 2025 budget draft approval

The salary for the administrative assistant is included in the total draft budget but is not in a separate cost center. For clarity, it was decided to create cost center 700.8 for the salary for the new position.

**Motion by Winchester to approve forwarding the draft FY2025 budget to both Township boards for approval with the addition of cost center 700.8. Supported by Miller. The motion was carried by a 5/0 roll call vote.**

e) Dispatch contract discussion

Chief Lintz presented a three-year contract with the county for dispatch services. The new contract extends until March 31, 2027. The County has increased the cost per call, and NOCFA's call volume has also increased. The new contract amount is \$47,600 for the first year and typically increases 2.5% - 3% each successive year. Chief Lintz anticipated the increase, and the cost is included in the new budget.

**Motion by Winchester to approve the 2024-2027 Fire Dispatch Contract Agreement between Oakland County and NOCFA. Supported by Stilwell. The motion was carried by a 5/0 roll call vote.**

**9. REPORTS – including monthly incident data for February 2024**

Chief's Report

- 92 calls – 69 EMS calls (31 Rose Township, 50 Holly Township); 2 on I-75; and 9 mutual aid; average response time 7 min 1 second
- Sent Hazard Mitigation Plan to both Townships
- Asst. Chief Weil reported the following:
  - He picked up the new brush truck today. He invited everyone to stop by the bay to see it
  - Under the new Holly Township Business Licensing program, the Fire Authority inspects buildings when businesses change hands. They have already detected things that were potential problems.
- Lt. Blaska reported that the smoke detector program is going well

Firefighter's Association – No Report

Holly Twp – Supervisor Kullis

- The RFP for the Farmstead road will be presented to the Board Wednesday night (March 20, 2024)
- The Workshop for the new Township offices was held, and they are considering the look of the outside façade
- Cautioned everyone to pay attention to proposed actions at the county and state level. A proposed Senate bill will add a \$2 fee per water meter.

Rose Twp – Supervisor Scheib-Snyder

- Oakland County may be taking over the Road Commission

Citizen at large – Stilwell, No Report

**10. PUBLIC COMMENT - General**



Mary Blanchard, 3444 Old Creek Drive, stated that she attended the Holly Township workshop/visioning meeting for the new Township offices. She has copies of the documents for anyone who wants them. The vote will be at the Wednesday board meeting (March 20, 2024).

**11. ADJOURNMENT:** Chairperson Kullis adjourned the meeting at 8:38 pm.

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Diane Hill, Recording Secretary



Holly Township  
Planning Commission – Regular Meeting  
Minutes of March 5, 2024

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**CALL TO ORDER:** Commissioner Matson called the regular meeting of the Holly Township Planning Commission to order at 6:30p.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  
Steve Ruth  
Mike McCanney

**Others Present**

Karin Winchester, Township Clerk  
John Jackson, McKenna & Associates  
Alexis Farrell, McKenna & Associates

**ABSENT:** Kelly Fletcher

- **Motion by Commissioner Matson to excuse Kelly Fletcher due to illness. Supported by Commissioner Mazich. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

**AGENDA APPROVAL**

- **Motion by Commissioner Matson to approve the agenda as presented. Supported by Commissioner Mazich. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

**PUBLIC COMMENT (on agenda items):** None.

**PUBLIC HEARINGS –** None.

**APPROVAL OF MINUTES:** January 23, 2024.

- **Motion by Commissioner Matson to approve the minutes as presented. Supported by Commissioner McCanney. A voice vote was taken. All presented voted yes. The motion was carried 6/0.**

**COMMUNICATIONS:** None.

## OLD BUSINESS

### 1. Master Plan Review/Update – Alexis Farrell, McKenna & Associates.

Ms. Farrell asked the Planning Commission to approve the updated draft document tonight and send it to the Township Board to authorize its release to the public for the state-required 63-day review. After the 63 days, the draft plan will come back to the Planning Commission to review comments and decide how to address them.

As requested by the Planning Commission, the draft plan has had a graphic refresh, information edits, and additional data inclusions. Density suggestions for the receiving zones have been further clarified. To define density in specific areas of the receiving zones, McKenna and Associates recommended updating the zoning ordinance to include a regulating plan.

Commission members asked McKenna & Associates to make all of the edits suggested tonight and to provide language for the regulating plan before the draft document is released to the public.

- **Motion by Commissioner Matson to approve the Master Plan draft contingent upon the addition of the recommended edits by the Planning Commission at the March 5, 2024 meeting. Supported by Commissioner McCanney. A roll call vote was taken. All presented voted yes. The motion was carried 6/0.**

**NEW BUSINESS:** None

## REPORTS

Commissioner Matson welcomed new Commissioner, Steve Ruth.

Commissioner Mazich – no report.

Commissioner Kerton – no report.

Commissioner Mitchell – no report.

Commissioner Ruth – no report.

Commissioner McCanney – no report.

Commissioner Fletcher – absent.

## PUBLIC COMMENT

Martin Andreski, 2105 Middle Ridge Drive, addressed the board.  
Norman Koski, 2167 Hidden Ridge Drive, addressed the board.

## ADJOURNMENT

Commissioner Matson adjourned the meeting at 7:54 pm.

# Revenue Totals Report

04/10/2024

Record Type	Exact Type	Category	Description	Entries	Amount
Permit	Building	Residential	PLAN REVIEW	2	130.00
Permit	Building	Residential	Res, CARPORT	1	86.40
Permit	Building	Residential	Res, Garage	1	86.40
Permit	Building	Residential	Res, New Mobile Home in Park	3	225.00
Permit	Building	Residential	RES, POLE BARN UP TO 3000 SQ	2	370.00
Permit	Building	Standard Item	Base fee	7	525.00
Permit	Business Licens	Business License	Business License Fee	6	1,500.00
Permit	Electrical	Inspection	New Mobile Home in Park	3	195.00
Permit	Electrical	License Fee	Registration - Electrical	2	30.00
Permit	Electrical	Service	Service, 15 thru 200 amps	1	35.00
Permit	Electrical	Standard Item	Furnace	1	10.00
Permit	Electrical	Standard Item	NEW SF DWELLING UP TO 150 AMPS	1	250.00
Permit	Electrical	Standard Item	PERMIT BASE FEE	5	375.00
Permit	Mechanical	Cooling	CENTRAL A/C OVER 8 HP	1	45.00
Permit	Mechanical	Inspection	New Mobile Home in Park	3	195.00
Permit	Mechanical	Standard Item	Humidifier	1	15.00
Permit	Mechanical	Standard Item	Permit Base Fee	5	375.00
Permit	Mechanical	Standard Item	Water Connected Appliance	2	16.00
Permit	Plumbing	Standard Item	New Mobile Home in Park	3	195.00
Permit	Plumbing	Standard Item	Permit Base Fee	3	225.00
Permit	Temporary Sign	Alarm System	Sign-Temporary	1	25.00
<b>Totals</b>				<b>54</b>	<b>4,908.80</b>

Population: All Records

Transaction.DateToPostOn Between 3/1/2024  
12:00:00 AM AND 3/31/2024 11:59:59 PM



# HOLLY TOWNSHIP



“UP NORTH IN OAKLAND COUNTY”

102 CIVIC DRIVE  
HOLLY, MI 48442  
P: 248.634.9331  
F: 248.634.5482  
WWW.HOLLYTOWNSHIP.ORG

TO: Holly Township Board Members

FROM: Jenn Ryan  
Holly Township Treasurer  
248-634-9331  
treasurer@hollytownship.org

SUBJECT: Treasurer’s Quarterly Investment Report  
FY2024 Q3, investments as of 03/31/2024

DATE: 04/17/2024

Below is a summary of the cash and investments for Holly Township. Please note that the investments are at market value; any losses are not real unless the investment is sold before maturity.

## Multi-Bank Securities

### General Fund Investments

<u>Portfolio Holdings</u>	<u>Balance 03/31/2024</u>	<u>Quantity</u>
Money Market	\$ 41,788.44	
JPMorgan CD 2.5%	246,230.00	250,000
US Gov’t Bond 0.43%	142,194.25	145,000
US Gov’t Bond 2.8%	246,902.50	250,000
<b>Total MBS Investments</b>	<b>\$ 677,115.19</b>	
<i>Total MBS Interest FY2024</i>	<i>\$ 8,552.31</i>	

The Capital Projects Fund Investments have matured, and the account has been closed. The total interest earned for FY2024 for that account was \$420.30.

SUBJECT: Treasurer's Quarterly Investment Report  
 FY2024 Q3, investments as of 03/31/2024

**The State Bank**

<u>Account</u>	<u>Type</u>	<u>Balance 03/31/2024</u>	<u>FY2024 Interest</u>
General	Checking	\$ 181,425.42	\$ 126.63
	Investment	\$ 2,006,576.89	\$ 35,018.08
	CDARS <sup>1</sup>	\$ 240,000.00	\$ 0.00
Special Assessments	Checking	\$ 5,080.06	\$ 31.07
	Investment	\$ 4,448.74	\$ 949.92
	CDARS <sup>2</sup>	\$ 370,000.00	\$ 0.00
Trust and Agency	Checking <sup>3</sup>	\$ 51,830.29	\$ 0.00
	Investment	\$ 123,011.34	\$ 3,656.96
Tax Collections	Checking	\$ 154,602.67	\$ 514.61

1. CDARS 26 weeks at 5.3% purchased 11/02/2023
2. CDARS 13 weeks at 5.1% purchased 02/29/2024
3. The service fees, such as for ACH payments, come from the T&A Checking account.



**TOWNSHIP OF HOLLY  
NOTICE OF PUBLIC HEARING**

**2024 PY COMMUNITY DEVELOPMENT  
BLOCK GRANT APPLICATION**

**NOTICE IS HEREBY GIVEN**, that the Holly Township Board of Trustees will hold a public hearing on April 17, 2024 at 6:30 p.m., or shortly thereafter, at the Holly Area School Board Meeting Room at the Karl Richter Community Center, 920 E. Baird St., Holly, MI 48442 for the purpose of hearing public comments on the use of the 2024 Community Development Block Grant Program (CDBG) Application. Approximately \$19,201.00 (estimated) may be available to Holly Township to fund eligible project activities.

Eligible Project List will be available for public viewing at the Clerk's Office, 102 Civic Dr., Holly MI 48442 or online at [www.hollytownship.org/community/legal/publicnotices](http://www.hollytownship.org/community/legal/publicnotices)

The hearing is open to the public to voice their views or to submit written comment. Citizens are encouraged to attend and participate in the hearing. The Holly Township Board will consider any public comments received at this time. Written comments may be submitted prior to the hearing by writing to: Clerk at 102 Civic Dr., Holly, Michigan 48442.

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

Karin S. Winchester, MMC  
Holly Township Clerk



Office of the Clerk  
 248-634-9331 ext. 301  
 Fax: 248-634-5482



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

**RESOLUTION 2024-07  
 HOLLY TOWNSHIP  
 2024 – 2025 BOARDS AND COMMISSIONS MEETING DATES**

According to the Open Meetings Act enacted by the State of Michigan:

The Holly Township Board of Trustees will hold its regular meetings at Holly Township Hall 102 Civic Drive, Holly, Michigan at 6:30 PM on the following dates:

July 17, 2024	November 20, 2024	March 19, 2025
August 21, 2024	December 18, 2024	April 16, 2025
September 18, 2024	January 15, 2025	May 21, 2025
October 16, 2024	February 19, 2025	June 18, 2025

The Holly Township Planning Commission will hold its regular meetings at 920 E. Baird, Holly, Michigan at 6:30 PM on the following dates:

July 10, 2024	November 13, 2024	March 12, 2025
August 14, 2024	December 11, 2024	April 9, 2025
September 11, 2024	January 8, 2025	May 14, 2025
October 9, 2024	February 12, 2025	June 11, 2025

The Holly Township Zoning Board of Appeals will hold its regular meetings on scheduled Planning Commission dates when there is business.

ADOPTED by the Holly Township Board of Trustees this 17<sup>th</sup> day of April 2024

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

*\* NOTE: PC MEETINGS  
 CHANGED FROM 1ST  
 TUESDAY TO THE 2ND  
 WED. PC MEMBERS OK'D*

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN                    )  
   ) ss  
 COUNTY OF OAKLAND                 )

Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

*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 19<sup>th</sup> day of April, 2024, 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

Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

**RESOLUTION 2024-08**  
**2024-2025 NORTH OAKLAND COUNTY FIRE AUTHORITY BUDGET**

**WHEREAS**, the North Oakland County Fire Authority Board unanimously approved its 2024-2025 proposed budget to be sent to the participating communities for their approval at it March 18, 2024 Regular Meeting.

**BE IT RESOLVED** that the Holly Township Board of Trustees approves the 2024-2025 North Oakland County Fire Authority Budget by Cost Center as follows:

*Operating Budget*

REVENUES

Total by Cost Center    \$ 2,845,750.00 (\$1,103,000.00 - Holly Townships Contribution)

EXPENSES

Total by Cost Center    \$ 2,845,750.00

ADOPTED by the Holly Township Board of Trustees this 17<sup>th</sup> day of April, 2024.

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

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN                    )  
  ) ss  
COUNTY OF OAKLAND                )

Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

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 17<sup>th</sup> day of April, 2024, 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

North Oakland County Fire Authority  
 OPERATING BUDGET FYE 2025

		BUDGET FY 2024 Current Budget	Budget FY 2025
		Amended 1/22/2024	DRAFT
<b>Revenues</b>			
4000 - Revenues	401 - Holly Township Contribution	\$ 1,056,000.00	\$ 1,103,000.00
	402 - Rose Township Contribution	\$ 1,056,000.00	\$ 1,103,000.00
	403 - Training / Education Revenues	\$ 37,000.00	\$ 10,000.00
	404 - Fire Cost Recovery	\$ 2,000.00	\$ 5,000.00
	405 - Grant Receipts	\$ 372,000.00	\$ 50,000.00
	405.5 - SAFER Grant Receipts	\$ 100,000.00	\$ 100,000.00
	406 - Medical Cost Recovery	\$ 430,000.00	\$ 430,000.00
	410 - Sales-Small Items	\$ 18,000.00	\$ 10,000.00
	412 - Sales-Capital Items	\$ -	\$ -
	413 - Review and Inspection Services	\$ 31,500.00	\$ 32,000.00
	414 - Interest Earned	\$ 750.00	\$ 750.00
	416 - Donations	\$ 67,000.00	\$ 500.00
	419 - Insurance Reimbursement	\$ -	\$ -
	419.1 - Wages Reimbursement	\$ 1,256.42	\$ 1,500.00
	420 - Transfers IN From Capital Account	\$ -	\$ -
	490 - Loan Proceeds	\$ -	\$ -
	<b>Grand Total Revenues</b>	<b>\$ 3,171,506.42</b>	<b>\$ 2,845,750.00</b>
			-10%
<b>Expenditures</b>			
6000 - Insurance	650 - Liability Insurance	\$ 41,000.00	\$ 43,000.00
	652 - Workers Compensation Insurance	\$ 74,500.00	\$ 76,500.00
	<b>Total 6000 - Insurance</b>	<b>\$ 115,500.00</b>	<b>\$ 119,500.00</b>
			3%
7000 - Personnel	700 - Wages, Chief Full Time	\$ 93,393.00	\$ 93,393.00
	700.5 - Full Time Employee Wages	\$ 635,000.00	\$ 726,471.00
	700.7 - Full Time Overtime Wages	\$ 25,000.00	\$ 25,000.00
	700.9 - Full Time Administrative Position	\$ -	\$ 65,000.00
	704 - Officer Wages	\$ 15,800.00	\$ 15,800.00
	705 - Instructor Wages	\$ 2,500.00	\$ 3,000.00
	707 - Special Event Pay	\$ 14,000.00	\$ 14,000.00
	708 - DUTY SHIFT MEDIC	\$ 135,000.00	\$ 142,464.00
	708.5 - DUTY SHIFT BASIC	\$ 210,000.00	\$ 193,600.00
	709 - Part Time Overtime Pay	\$ 13,000.00	\$ 12,000.00
	710 - Work Detail Pay	\$ 2,000.00	\$ 2,000.00
	711 - Training Wages	\$ 24,000.00	\$ 26,000.00
	712 - Incident Run Pay / POC Fire Wages	\$ 50,000.00	\$ 55,000.00
	714 - Social Sec / FICA	\$ 85,378.51	\$ 105,090.19





715 - Medical Expenses - Employees	\$	1,000.00	\$	1,500.00
716 - Healthcare Insurance - Full Time Employees	\$	160,000.00	\$	191,400.00
716.2 - Health Care (opt out) Stipend	\$	4,000.00	\$	4,000.00
716.5 - Health Care Savings Plan Contribution FT	\$	15,467.86	\$	18,597.28
717 - 401a Contribution - Full Time Employees	\$	100,541.09	\$	119,842.32
717.2 - 401a contribution - POC Employees	\$	20,000.00	\$	18,500.00
719 - Life/Disability Insurance- Full Time Employees	\$	8,800.00	\$	10,200.00
<b>Total 7000 - Personnel</b>	\$	<b>1,614,880.46</b>	\$	<b>1,842,857.79</b>

14%

<b>7200 - Supplies</b>	\$	<b>9,000.00</b>	\$	<b>10,000.00</b>
722 - Operating Supplies	\$	2,500.00	\$	2,500.00
723 - Fire Prevention	\$	14,000.00	\$	15,000.00
724 - Uniforms	\$	15,000.00	\$	16,000.00
725 - Medical Supplies	\$	40,500.00	\$	43,500.00
<b>Total 7200 - Supplies</b>	\$	<b>40,500.00</b>	\$	<b>43,500.00</b>

7%

<b>7500 - SAFER Grant</b>	\$	<b>1,500.00</b>	\$	<b>1,500.00</b>
751 - Instructor Wages	\$	4,000.00	\$	4,000.00
753 - Training Costs	\$	1,500.00	\$	1,500.00
754 - Employee Physicals	\$	78,000.00	\$	78,000.00
757 - Fringe Benefits	\$	1,000.00	\$	1,000.00
760 - Marketing	\$	6,000.00	\$	6,000.00
761 - Equipment Purchases	\$	8,000.00	\$	8,000.00
765 - Lost Wages Reimbursement	\$	100,000.00	\$	100,000.00
<b>Total 7500 - SAFER Grant</b>	\$	<b>100,000.00</b>	\$	<b>100,000.00</b>

0%

<b>8000- Contracted Services</b>	\$	<b>38,500.00</b>	\$	<b>47,600.00</b>
800 - Dispatching	\$	7,600.00	\$	7,700.00
802 - Auditing	\$	11,000.00	\$	9,000.00
804 - Legal	\$	23,000.00	\$	24,000.00
806 - Medical Cost Recovery Billing- AccuMed	\$	500.00	\$	1,000.00
807 - Fire Cost Recovery Billing- AccuMed	\$	22,500.00	\$	8,000.00
810 - NON-Employee Instructor Wages	\$	10,000.00	\$	12,000.00
812 - Education	\$	24,000.00	\$	22,000.00
814 - Dues and Subscriptions	\$	6,000.00	\$	5,000.00
815 - Payroll Services	\$	8,700.00	\$	9,000.00
816 - Administrative Services / Book Keeping	\$	24,000.00	\$	5,000.00
820 - Construction/Labor Services	\$	175,800.00	\$	150,300.00
<b>Total 8000- Contracted Services</b>	\$	<b>175,800.00</b>	\$	<b>150,300.00</b>

-15%



<b>8500 - Operating Expenses</b>	850 - Communications	\$	5,000.00	\$	5,000.00
	851 - Information Technology Expenses	\$	70,000.00	\$	30,000.00
	852 - Fuel	\$	27,000.00	\$	25,000.00
	854 - Printing and Publishing	\$	350.00	\$	300.00
	855 - Training supplies / Equipment	\$	8,000.00	\$	4,000.00
	858 - Building Utilities	\$	48,000.00	\$	48,000.00
	859 - Equipment Lease	\$	5,000.00	\$	5,500.00
	860 - Building & Grnds Repair/Maint.	\$	20,000.00	\$	20,000.00
	862 - Equip Maintenance	\$	15,000.00	\$	16,000.00
	866 - Vehicle Maintenance	\$	45,000.00	\$	48,000.00
	867 - Debt Write Off - Medical Billing	\$	150,000.00	\$	150,000.00
	867.5 - QAAP Medicaid Tax	\$	2,000.00	\$	2,000.00
	868 - Debt Write Off - Fire Cost Recovery	\$	700.00	\$	2,000.00
	869- Debt Write Off / Other - COLLECTIONS				
	<b>Total 8500 - Operating Expenses</b>	\$	<b>396,050.00</b>	\$	<b>355,800.00</b>

-10%

<b>9500 - Debt Service</b>	950 - Debt Service Principle	\$	149,000.00	\$	50,792.21
	952 - Debt Service Interest	\$	14,721.02	\$	1,000.00
	<b>Total - 9500 Debt Service</b>	\$	<b>163,721.02</b>	\$	<b>51,792.21</b>

-68%

<b>9700 - Purchases</b>	970 - Capital Purchases +10,000	\$	80,000.00	\$	20,000.00
	971 - Capital Improvement Fire Hall	\$	-	\$	-
	972 - Equipment Purchases -10,000	\$	10,000.00	\$	10,000.00
	973 - Grant Expenses	\$	372,000.00	\$	50,000.00
	974 - Grant Match	\$	23,000.00	\$	2,000.00
	999 - Capital replacement transfers	\$	80,000.00	\$	100,000.00
	<b>Total 9700 Purchases</b>	\$	<b>565,000.00</b>	\$	<b>182,000.00</b>

-68%

<b>Grand Total Expenditures</b>		\$	<b>3,171,451.48</b>	\$	<b>2,845,750.00</b>
	Balance \$		54.94	\$	(0.00)

-10%



**Holly Township Parks Budget 2024/25**

Account #	Description	2021/22 Budget	2022/23 Budget	2023/24 Revised	2024/25 Proposed
208-000-410	Tax	159,031.00	174,000.00	198,839.00	208,781.00
566	Grants		9,300.00		
567	Yoga/Classes			1,000.00	5,000.00
608	Leagues and Tournament	1,600.00	3,500.00	4,200.00	-
643	Concessions Beach	1,500.00	1,500.00		500.00
645	Disc Golf		6,000.00	2,500.00	1,000.00
651	Beach Tags		3,000.00		-
653	Special Events	2,000.00	1,000.00	1,000.00	-
664	Interest & Dividends	400.00	600.00	2,400.00	2,000.00
669	Rent/Lease Park 2	200.00	300.00		-
670	Rent/Lease Beach		400.00		-
675	Contributions	2,000.00	2,500.00	500.00	500.00
685	Miscellaneous	100.00	100.00		-
686	Misc. Park II	100.00	100.00		-
	<b>Total Revenue</b>	<b>166,931.00</b>	<b>202,300.00</b>	<b>210,439.00</b>	<b>217,781.00</b>

**Expenditures**

208-208-702	Park Salaries	28,000.00	34,000.00	34,000.00	34,000.00
703	Directors Salary	55,860.00	58,000.00	-	-
704	Program Coordinator			39,000.00	39,000.00
715	Social Security	7,000.00	7,500.00	5,584.50	5,600.00
719	Pension	5,586.00	6,000.00	-	-
720	Health Insurance	13,000.00	12,500.00	-	-
725	Accounting Fees			5,000.00	5,000.00
726	Beach Operating Supplies	2,000.00	2,500.00	1,000.00	
727	Operating Supplies	8,000.00	8,000.00	4,000.00	2,500.00
	Office Expense				2,500.00
728	Softball Expenses	1,100.00	3,000.00	1,000.00	
730	Classes/Special Events	1,200.00	1,000.00	6,000.00	4,000.00
731	Disc Golf		12,625.00	5,000.00	
801	auditing fees	5,200.00	5,500.00	12,000.00	6,500.00
804	beach legal	50.00	50.00		
805	legal	50.00	50.00		100.00
806	beach disposal	1,250.00	1,400.00	1,400.00	-
807	park disposal	1,250.00	1,400.00	1,215.00	1,400.00
809	sanitary disposal	500.00	600.00	2,080.00	3,300.00
850	beach telephone	600.00	600.00	-	-
851	park telephone	1,300.00	1,300.00	3,180.00	3,180.00
852	Mobile Phone	960.00	960.00	720.00	550.00
860	mileage and gas	1,100.00	1,500.00	405.00	400.00
861	education	1,400.00	1,200.00		
880	community promotion beach	500.00	500.00		
881	community promotion park II	500.00	500.00	500.00	1,000.00
910	insurance	11,000.00	12,000.00	13,000.00	13,000.00
920	beach utilities	1,200.00	1,200.00	1,200.00	
921	park utilities	4,200.00	4,500.00	5,000.00	6,200.00
930	beach repairs	2,000.00	4,000.00		
931	park repairs	3,000.00	3,000.00		25,000.00
955	Beach miscellaneous	50.00	50.00		
956	Park miscellaneous	50.00	50.00		100.00





[hollycommunitycoalition.com](http://hollycommunitycoalition.com)

March 8, 2024

Holly Township,

The Holly Area Community Coalition has been providing substance use prevention in the Holly community for 24 years. We service all of the Holly Area School District youth, adults and families.

The Mission of the Holly Area Community Coalition is to work  
in partnership with the community to empower youth  
to make positive life choices, thereby preventing and reducing the use of alcohol,  
tobacco and other drugs among area youth.

Our Coalition uses evidence-informed prevention, basing all of our work on the Strategic Prevention Framework to reduce risk factors and increase protective factors. One of the ways we reduce risk factors is by reducing social and physical access to opioids and other drugs with proper disposal and locking systems so that these drugs are less likely to get in the hands of our youth. Our staff provides not only educational classes for youth but town hall meetings and presentations for the community.

Additionally, our Coalition educates the public on safe disposal by participating in National Drug Take Back Day with the DEA and Village of Holly Police Department, where we promote disposal through the Police Department. We also have education classes for the youth in our community on the risks of drug use including prescription drugs. This includes helping them understand the risks of using prescription drugs improperly or using others prescription drugs.

The Coalition would use the National Opioid Litigation Settlement funding to purchase Deterra, a drug deactivation system for prescription drugs. This disposal system prevents them from getting in the hands of our youth as well as deactivates the drug and makes them safe for disposal and our environment. We have in the past provided Deterra to seniors and families in the community to safely dispose of their unused or unwanted drugs. We would use the dollars to purchase lock boxes for prescription drugs. By providing lock boxes for adults to lock up prescription drugs and marijuana, this would offer less access to the drugs and keep them safely locked away from our youth. Our presentations to the community would take staff time which would also be a way the Settlement dollars could be used. Educating the community to help them understand and become aware of the risks to our youth and community is the first defense in supporting efforts to discourage or prevent misuse of opioids.

Thank you for your consideration.

Susan Papple, CPS

Project Director

920 Baird Street, Holly, Michigan 48442 • (248) 328-3135 • fax (248) 328-3145 • [hollycoalition@gmail.com](mailto:hollycoalition@gmail.com)





## **PUBLIC PURPOSE SERVICE CONTRACT**

This Contract shall be effective as of the date of the last signature and is between Holly, whose address is 102 Civic Drive, Holly, Michigan 48442, ("Township"), and Holly Area Community Coalition, whose address is 920 Baird Street, Holly, Michigan 48442 ("Contractor").

*Public Purpose and Services.* After years of litigation, nationwide settlements were reached against pharmaceutical distributors, one drug manufacturer, pharmacies and consulting firm for the over prescription, distribution and marketing of opioids. The Township received funds and will continue to receive funds under the opioid litigation settlements. The settlements require that the funds received be used for opioid remediation. The settlements allow the Township to provide these funds to community anti-drug coalitions that engage in drug prevention efforts. Contractor shall provide opioid remediation services consistent with the requirements of the opioid litigation settlements. For and in consideration of payment by the Township as provided under the Payment Section of this Contract, Contractor shall provide the public services described in the attached and incorporated Exhibit 1 to this Contract, to the residents of the Township ("Public Services"), which the Township Board of Trustees has determined to be for a public purpose.

*Term.* This Contract shall begin on \_\_\_\_\_, and continue until \_\_\_\_\_ unless terminated as provided herein.

*Termination.* Either Party may terminate this agreement for any reason upon providing 30 days' written notice to the other Party. Township may suspend performance of this Contract if Contractor has failed to comply with a federal, state or local law, the requirements of the opioid litigation settlements for opioid remediation, or any requirement of this Contract.

*Payment.* The Township agrees to pay Contractor the initial sum of one thousand seven hundred and sixty-nine dollars and 50 cents (\$ 1,769.50), to provide the Public Services during the Contract Term. Township may provide additional funding under this Contract as it receives distributions from the national opioid settlements. If for any reason Contractor does not provide, loses its legal authorization to provide the Public Services for the entire Contract Term, or this Contract is terminated, it shall immediately and without demand, return the portion of the Township's payment for the period when services were not provided or legally authorized.

*Annual Report.* Contractor shall provide the Township with a report of the opioid remediation activities performed for each calendar year in which it receives funding from the Township under this Contract.

*Insurance and Liability.* Contractor shall maintain liability insurance for the Public Services it provides, and upon request, will provide the Township with Certificate(s) of Insurance confirming said insurance. Contractor shall be liable for any injury or damage occurring on account of the provision of its Public Services under this Contract and agrees to indemnify and defend the Township against any and all claims for same.

*Independent Contractor.* Contractor is an Independent Contractor with complete control over its employees, agents, subcontractors and operations, and shall not represent, act or be considered as an agent, representative or employee of the Township. Contractor shall provide the Township with a completed W-9 with the execution of this Contract.

Compliance with Laws. Contractor's Public Services shall comply with all applicable laws and required governmental authorizations. This Contract shall be governed by the laws of the State of Michigan.

Assignment. Contractor shall not assign this Contract or any part thereof without the written consent of the Township. This Contract shall be binding on the parties, their successors, assigns and legal representatives.

Changes. Any changes to this Contract must be in writing and signed by the Township and the Contractor.

HOLLY TOWNSHIP

\_\_\_\_\_  
Dated

By: \_\_\_\_\_  
George Kullis, Supervisor

HOLLY AREA COMMUNITY COALITION

\_\_\_\_\_  
Dated

By: \_\_\_\_\_

**EXHIBIT I SCOPE OF SERVICES TO BE PROVIDED**

Contractor shall provide the following services to Township residents, which qualify as opioid remediation under the terms of the national opioid lawsuit settlements:

1. Prevention Programs:
  - a. Providing evidence based prevention programs for students and parents.
  - b. Community drug disposal programs.
2. Prevent the Misuse of Opioids
  - a. Public education on proper prescription disposal
  - b. Youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
  - c. Providing evidence-based prevention programs for students and families and programs to address mental health needs of young people who may be at risk for misusing opioids or other drugs, including emotional modulation and resilience skills.
3. Prevent Overdoses Deaths and Other Harms:
  - a. Increase availability of and distribution of drug deactivation disposal systems to ensure safe disposal.
  - b. Purchasing and distributing lock boxes for prescription drugs to prevent the drugs being used by persons who should not have them.



Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

**RESOLUTION 2024-08**  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**WHEREAS**, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development; and

**WHEREAS**, Oakland County has requested CDBG – Eligible projects from participating communities for inclusion in the Action Plan; and

**WHEREAS**, the Township of Holly has duly advertised and held a public hearing on April 17, 2024 for the purpose of receiving public comments regarding the proposed use of 2022 Program Year Community Development Block Grant Funds in the approximate amount of \$19,201.00; and

**WHEREAS**, the township of Holly found that the following projects, in the approximate amount of \$19,201.00, meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

Account #172160-730137-40620: Services for Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking (HAVEN) \$ 2,880.00

Account # 730898: O.C. Home Improvement Program \$ 16,321.00

**THEREFORE, BE IT RESOLVED**, that the Holly Township Board of Trustees hereby approves the 2025 Program year CDBG Application and Subrecipient Agreement and authorizes the application to be submitted to Oakland County for inclusion in the Oakland County's Action Plan to the U.S. Department of Housing and Urban Development.

**BE IT FURTHER RESOLVED**, that the Holly Township Board of Trustees hereby authorizes the Holly Township Clerk to execute all documents, agreements, or contracts which result from this application to Oakland County.

ADOPTED by the Holly Township Board of Trustees this 17<sup>th</sup> day of April 2024.

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

Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

Certification

*I 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 Resolution duly adopted by the Township Board at a regular meeting held on the 17<sup>th</sup> day of April 2024, 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

Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

**RESOLUTION 2024-09**  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**WHEREAS**, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development; and

**WHEREAS**, Oakland County has requested CDBG – Eligible projects from participating communities for inclusion in the Action Plan; and

**WHEREAS**, the Township of Holly has duly advertised and held a public hearing on April 17, 2024 for the purpose of receiving public comments regarding the proposed use of 2022 Program Year Community Development Block Grant Funds in the approximate amount of \$19,201.00; and

**WHEREAS**, the township of Holly found that the following projects, in the approximate amount of \$19,201.00, meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

Account #172160-730137-40620: Services for Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking (HAVEN) \$ 2,880.00

Account # 730898: O.C. Home Improvement Program \$ 16,321.00

**THEREFORE, BE IT RESOLVED**, that the Holly Township Board of Trustees hereby approves the 2025 Program year CDBG Application and Subrecipient Agreement and authorizes the application to be submitted to Oakland County for inclusion in the Oakland County's Action Plan to the U.S. Department of Housing and Urban Development.

**BE IT FURTHER RESOLVED**, that the Holly Township Board of Trustees hereby authorizes the Holly Township Clerk to execute all documents, agreements, or contracts which result from this application to Oakland County.

ADOPTED by the Holly Township Board of Trustees this 17<sup>th</sup> day of April 2024.

Motion by:

Supported by:

Ayes:

Nays:

Absent:

Office of the Clerk  
248-634-9331 ext. 301  
Fax: 248-634-5482



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

Certification

*I 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 Resolution duly adopted by the Township Board at a regular meeting held on the 17<sup>th</sup> day of April 2024, 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