

Holly Township
Board of Trustees Regular Meeting
Minutes of June 26, 2024

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 Holly Township Hall (Upstairs), 102 Civic Drive, Holly, MI 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

John Balint, HRC

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 Special Meeting Minutes – May 2, 2024
2. Approval of Meeting Minutes – May 15, 2024
3. Approval of Financial Statement – May 2024
4. Approval of Bills for Payment – June 2024
5. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – May 20, 2024
 - B. Planning Commission Minutes – May 7, 2024
 - C. Building Permits – May 2024
 - D. Treasurer’s Annual and Quarterly Report – None
6. Communications:
 - A. Letter dated May 13, 2024 from Community Foundation of Flint re: Grant Award
 - B. Email dated May 23, 2024 from Blue Heron Headwaters re: Pathways and Grant

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

PUBLIC HEARINGS: 2024-2025 Holly Township Proposed Budget and for the Annual Redetermination Confirming Special Assessment District for the Purpose of Fire and Emergency Service and Supporting Millages.

- **Motion by Clerk Winchester to open the public hearings at 6:32 pm. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 5/0.**

No comments were received.

- **Motion by Clerk Winchester to close the public hearing at 6:33 pm. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 5/0.**

PRESENTATIONS: HRC, Township Engineers on Farmstead Project

John Balint, HRC, reviewed a revised quote for the Farmstead Project based on progress-to-date and future work to be done. It was noted that HRC will provide architectural services. Those costs are included in the revised quote.

Four “next step” items were outlined: site plan revisions, gazebo construction, site circulation pathway, and Farmstead classroom/kitchen building. The estimate for all items is a “not to exceed” cost of \$80,700.

REPORTS:

Trustee Ruth – No Report.

Trustee Burton

- HAYA now has a FT caseworker
- Marched in the Memorial Day parade and handed out lots of HAYA brochures

Clerk Winchester – No Report.

Treasurer Ryan

- Summer tax bills will be mailed this weekend
- Preparing for fiscal year end

Supervisor Kullis

- Interceptor project is moving along
- There is an opening for a City Manager in Ortonville

PUBLIC COMMENT (on Agenda items only)

Pat Feeney, 210 Franklin Street, addressed the board.
Mary Blanchard, 3444 Old Creek Drive, addressed the board.
Amy Hillman, 6053 Great Lakes Drive, addressed the board.

OLD BUSINESS:

1. New Township Hall Property

This item was postponed until the next meeting where HRC will provide the township with a proposal and plan

2. Appointment of Zoning Board of Appeals Alternate Member – Term Ending 12/31/24

The board is looking for interested residents. The Board too No Action.

NEW BUSINESS:

1. Farmstead Project.

➤ **Motion by Clerk Winchester to approve the HRC proposal for the Farmstead work for \$80,700. Supported by Supervisor Kullis. A roll call vote was taken. All present voted yes. The motion carried 5/0.**

2. North Farm Road Change Orders.

John Balint, HRC, updated the board on the status of the Farmstead road. Additional substrate had to be removed due to unstable soil conditions and additional fill materials are needed to complete the internal Farmstead road. This work can be done while waiting for the County right-of-way permit for the north entrance. Johnny III Trucking is requesting a progress payment for work-to-date and additional materials.

➤ **Motion by Clerk Winchester to approve Change Order #1 and Change Order #2 for materials provided by Johnny III Trucking and for a progress payment not to exceed \$50,000. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion carried 5/0.**

3. Proposed Code of Ordinance Amendment to Chapter 32 – Zoning, Article III, Zoning District Regulations, Section 32-104. – Schedule of Regulations, Notes to Schedule of Regulations.

➤ **Motion by Treasurer Ryan to approve the Proposed Code of Ordinance Amendment. Supported by Clerk Winchester. A voice vote was taken. All present voted yes. The motion carried 5/0.**

4. 2024 and 2025 SMART Contract – Transfer to WOTA.

Approval will assign \$5,624 to WOTA.

➤ **Motion by Trustee Burton to approve transferring contract money to WOTA. Supported by Treasurer Ryan. A voice vote was taken. All present voted yes. The motion carried 5/0.**

5. Appointment of Zoning Board of Appeals Member – Term Ending 12/31/25

➤ **Motion by Supervisor Kullis to appoint Joe Hutchins to the Zoning Board of Appeals for a term ending 12/31/25. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion carried 5/0.**

6. 2023-2024 Budget Amendments – Proposed Resolution 2024-13

➤ **Motion by Treasurer Ryan to approve the 2023-2024 budget amendments, Proposed Resolution 2024-13. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion carried 5/0.**

7. 2024-2025 Holly Township Budget and Appropriations – Proposed Resolution 2024-14.

Supervisor Kullis stated the following: 1) increases are based on cost of living and there are no salary increases for elected officials, increases are going to staff only.

Trustee Burton would like to see an updated salary study for next year to be informed for future decisions and to be certain that the Township is providing fair and equitable compensation. It was noted that the job market is increasingly competitive resulting in high turnover and difficulty finding and hiring qualified staff.

- **Motion by Clerk Winchester to approve 2024-2025 Holly Township Budget and Appropriations, Proposed Resolution 2024-14. Supported by Trustee Ruth. A roll call vote was taken. All present voted yes. The motion carried 5/0.**

PUBLIC COMMENT

Pat Feeney, 210 Franklin Street, addressed the board.

ADJOURNMENT

Supervisor Kullis adjourned the meeting at 7:52 p.m.

Diane M. Hill, Recording Secretary

Karin S. Winchester, Clerk