HOLLY TOWNSHIP
PROPOSED AGENDA
Board of Trustees Regular Meeting
May 21, 2025 6:30 PM
Holly Township Hall (Upstairs)
102 Civic Dr. Holly, Michigan 48442

CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL: George Kullis Karin Winchester Jennifer Ryan Derek Burton
Ryan Matson Michael McCanney Richard Kinnamon

AGENDA APPROVAL

CONSENT AGENDA:

1. Approval of Regular Meeting Minutes – April 16, 2025.
2. Approval of Special Meeting Minutes – April 17, 2025.
3. Approval of Financial Statement – April 2025.
4. Approval of Bills for Payment –May 2025
5. Receipt of Routine Reports:
    1. N.O.C.F.A. Minutes – April 22, 2025.
    2. Planning Commission Minutes – April 9, 2025.
    3. Building Permits – April 2025.
    4. Treasurer's Annual and Quarterly Report – None.
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: 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

1. Michael Issac Application for Conditional Rezoning from AGRE (Agricultural Residential min 5 acres) to SR (Suburban Residential min 1.5 acres) for Parcel ID # 01-22-476-007 on Fagan Rd., just North of Grange Hall Rd., Holly MI 48442.

NEW BUSINESS

1. Approval for Legal Action for Code Enforcement Violations at 3075 Grange Hall Rd. and 3175 Grange Hall Rd.
2. 2025-2026 Proposed Holly Township Parks Budget.
3. Audio and Visual Equipment Proposals.
4. Amendment to Holly Township Code of Ordinance Amendments to Chapter 12, Article II - North Oakland County Fire Authority Changing Fiscal Year to a Calendar Year.
5. Boards and Commissions Meeting Dates – Proposed Resolution 2025-08.

6. Purchase of 3 Filing Cabinets for Building and Land Files.
7. Michigan Municipal League Loss Control Recommendations.
8. Board Packet Delivery.

PUBLIC COMMENT

ADJOURNMENT

Holly Township
Board of Trustees Regular Meeting
Minutes of April 16, 2025

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 Offices (Upstairs), 102 Civic Drive, Holly, Michigan 48442.

AGENDA APPROVAL

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

CONSENT AGENDA:

1. Approval of Regular Meeting Minutes – March 19, 2025.
2. Approval of Financial Statement – March 2025.
3. Approval of Bills for Payment –April 2025
4. Receipt of Routine Reports:
   1. N.O.C.F.A. Minutes – March 25, 2025.
   2. Planning Commission Minutes – March 12, 2025.
   3. Building Permits – March 2025.
   4. Treasurer's Annual and Quarterly Report – March 31, 2025.
5. Communications: None.

- **Motion by Clerk Winchester to approve the Consent Agenda as presented. Supported by Trustee Kinnamon. A roll call vote was taken. All present voted yes. The motion carried 6/0.**

PUBLIC HEARINGS: None.

PRESENTATIONS: Bond Attorney Joseph Colaianne from Clark Hill.

Joseph Colaianne presented an overview of the process of publishing a Notice of Intent to issue bonds for the new Township Hall. After the notice is published, the public has 45 days to seek a referendum. The amount of bond issue will be stated as "up to $5M".

The board agreed that they are just beginning to discuss plans, and: 1) it is too early in the process to determine whether they want to issue bonds, 2) they have no intention of seeking $5M in bonds, and 3) they have a significant portion of the funding at this time. The attorney advised that it is good practice to have this option available to the board as a contingency at the start of the process so that nothing is delayed when they are ready to start the project.

The attorney assured the board that the notice is good indefinitely and the board has no obligation to act on it at any time. It is merely an option that can be used if the board deems it necessary.

REPORTS

Trustee Kinnamon – wished everyone a Happy Easter.

Trustee McCanney

- Toured vacant property owned by the Village of Holly in North Pointe along the railroad and river. The Village may make it a park, launch site, and parking.

Trustee Burton

- Was unable to attend the last HAYA meeting.
- Little League starts next week and is expected to participate in the Memorial Day Parade.

Clerk Winchester – no report.

Treasurer Ryan

- They are in tax settlement.
- Working on the budget.
- The Treasurer's office will be closed April 28 – May 1 for training.

Supervisor Kullis

- Last month's meeting recording disappeared; fixed now.
- Attended conferences in Grand Rapids, Philadelphia, and Lansing; brought back useful information.

PUBLIC COMMENT – None.

OLD BUSINESS

1. Michael Issac Application for Conditional Rezoning from AGRE (Agricultural Residential min 5 acres) to SR (Suburban Residential min 1.5 acres) for Parcel ID # 01-22-476-007 on Fagan Rd., just North of Grange Hall Rd., Holly MI 48442.

There were questions on a potential historic family cemetery on the property and a road easement concern. The Board took No Action.

NEW BUSINESS

1. Request for Employee Participation in Holly Days.

   Amber Kier, 710 E. Maple, requested that Township employee, Amy Hillman, be permitted to assist the Holly Days committee with parade planning and logistics; however, Township Law prohibits using township resources for private purposes. Ms. Hillman will carry out her committee work on her personal time. The Board took No Action.

2. Purchase, Acquire and Construct Capital Improvements Within the Township and to Publish Notice of Intent to Issue Municipal Securities - Proposed Resolution 2025-05 and All Associated Business.

   The board stated that the Township Hall project will be paid for from the general fund and tax revenue – there will be no new tax levy for the project. They also noted that there will consider other ways to fund the project – not just bonds. Approval of this agenda item in no way obligates the Township to issue bonds for the project, and at any point the Township can delay or pull back from a bond issue.

- **Motion by Trustee Burton to publish a Notice of Intent to Issue Municipal Securities, Proposed Resolution 2025-05, and all associated business and to amend Item 2 to replace the Oakland Press with Tri-County Times. Supported by Trustee Kinnamon. A roll call vote was taken. Winchester; no, Ryan; yes, Burton; yes, Matson; yes, McCanney; yes, Kullis; no. The motion carried 6/1.**

3. West Nile Grant Reimbursement Request – Proposed Resolution 2025-06.

   - **Motion by Trustee Kinnamon to approve Proposed Resolution 2025-06 to participate in the West Nile Grant Reimbursement Program. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion carried 6/0.**

4. Mental Health Awareness Month – Proposed Resolution 2025-07.

   - **Motion by Supervisor Kullis to approve Proposed Resolution 2025-07 and declare May as Mental Health Awareness Month. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion carried 6/0.**

5. KEPS (ACD.Net) Metro Act Permit Extension Request – Proposed Resolution – 2025-08.

   - **Motion by Trustee Kinnamon to approve Proposed Resolution 2025-08, the KEPS (ACD.Net) Metro act Permit Extension Request. Supported by Clerk Winchester. A roll call vote was taken. All present voted yes. The motion carried 6/0.**

PUBLIC COMMENT – None.

ADJOURNMENT – Supervisor Kullis adjourned the meeting at 7:26 pm.

Submitted by: Diane M. Hill, Recording Secretary

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Karin S. Winchester, Clerk

Holly Township
Board of Trustees Special Meeting
Minutes of April 17, 2025

CALL TO ORDER: Supervisor Kullis called the Special Meeting of the Holly Township Board of Trustees to order at 6:00 pm located at the Holly Township Offices (Upstairs), 102 Civic Drive, Holly, Michigan 48442.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Members Present:
George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Jennifer Ryan, Treasurer
Derek Burton, Trustee
Ryan Matson, Trustee
Michael McCanney, Trustee
Richard Kinnamon, Trustee

Members Absent:

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 7/0.**

NEW BUSINESS

1. Recess into closed session to consult with legal counsel regarding trial or settlement strategy in connection with Heiple v. Holly Township, case #24-cv-13281-MAG-KGA, pending in the United States District Court, Eastern District of Michigan.

- **Motion by Trustee Kinnamon to recess into closed session to consult with legal counsel regarding trial or settlement strategy in connection with Heiple v. Holly Township, case #24-cv-13281-MAG-KGA, pending in the United States District Court, Eastern District of Michigan. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion carried 7/0.**

The Board met in Closed Session.

- **Motion by Richard Kinnamon to go back into open session. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion was carried 7/0.**

- **Motion by Clerk Winchester to approve the settlement of $25,000 as recommended by the Townships Attorney and Insurance Carrier. Supported by Trustee Kinnamon. A roll call vote was taken. Winchester; yes, Ryan; yes, Burton; yes, Matson; yes, McCanney; yes, Kullis; no. The motion carried 6/1.**

2. 2025-2026 Budget Workshop.

   The Board discussed the proposed budget and took no action.

PUBLIC COMMENT: None.

ADJOURNMENT

Supervisor Kullis adjourned the meeting at 7:11 p.m.

Karin S. Winchester, Clerk

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - GENERAL						
101-000-402-000	CURRENT TAX COLLECTION	488,000.00	443,540.60	0.00	44,459.40	90.89
101-000-434-000	MOBILE HOME FEES	1,550.00	0.00	0.00	1,550.00	0.00
101-000-445-000	PENALTIES & INTEREST	1,200.00	1,555.31	0.00	(355.31)	129.61
101-000-447-000	ADMINISTRATIVE FEE	155,000.00	159,957.91	0.00	(4,957.91)	103.20
101-000-448-000	SCHOOL COLLECTION	64,000.00	64,081.70	0.00	(81.70)	100.13
101-000-477-000	FRANCHISES FEES	63,000.00	28,107.21	0.00	34,892.79	44.61
101-000-522-000	COMMUNITY DEVELOPMENT - CDBG	5,792.00	0.00	0.00	5,792.00	0.00
101-000-528-000	FEDERAL GRANT - COVID	0.00	0.00	0.00	0.00	0.00
101-000-573-000	LOCAL COMMUNITY STABILIZATION	2,150.00	0.00	0.00	2,150.00	0.00
101-000-574-000	STATE SHARED REVENUES	641,838.00	330,259.00	0.00	311,579.00	51.46
101-000-628-000	ZONING FEES	750.00	1,500.00	0.00	(750.00)	200.00
101-000-629-000	MINING FEES	5,741.00	5,750.30	0.00	(9.30)	100.16
101-000-630-000	PLANNING FEES	2,500.00	5,340.00	2,000.00	(2,840.00)	213.60
101-000-631-000	COPIES & PRINTED MATERIALS	215.00	352.00	20.00	(137.00)	163.72
101-000-665-000	INTEREST	16,600.00	31,258.42	12,740.23	(14,658.42)	188.30
101-000-670-000	BUILDING DEPT COST REIMBURSEMENT	66,100.00	49,576.00	0.00	16,524.00	75.00
101-000-671-000	BUILDING DEPARTMENT LEASE	18,000.00	15,000.00	1,500.00	3,000.00	83.33
101-000-677-000	NOCFA ADVANCE PAYMENT	122,762.00	0.00	0.00	122,762.00	0.00
101-000-678-000	MISCELLANEOUS	13,750.00	13,857.03	125.00	(107.03)	100.78
101-000-679-000	COMMISSIONS	300.00	0.00	0.00	300.00	0.00
101-000-693-000	SALE OF ASSETS	0.00	3,012.00	0.00	(3,012.00)	100.00
101-000-696-000	PROCEEDS FROM SALE OF BONDS	0.00	0.00	0.00	0.00	0.00
101-000-699-390	TRANSFER FROM FUND BALANCE	448,333.00	0.00	0.00	448,333.00	0.00
Total Dept 000 - GENERAL		2,117,581.00	1,153,147.48	16,385.23	964,433.52	54.46
TOTAL REVENUES		2,117,581.00	1,153,147.48	16,385.23	964,433.52	54.46
Expenditures						
Dept 101 - TOWNSHIP TRUSTEES						
101-101-702-000	SALARIES	13,400.00	5,965.00	2,490.00	7,435.00	44.51
101-101-715-000	SOCIAL SECURITY	1,025.00	1,156.07	674.92	(131.07)	112.79
101-101-830-000	DUES, SUBS & TUITION	4,000.00	0.00	0.00	4,000.00	0.00
101-101-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
Total Dept 101 - TOWNSHIP TRUSTEES		18,925.00	7,121.07	3,164.92	11,803.93	37.63
Dept 171 - SUPERVISOR						
101-171-702-000	SALARIES	80,032.00	66,693.40	6,669.34	13,338.60	83.33
101-171-713-000	HEALTH OPT OUT PAYMENT	4,800.00	4,000.00	400.00	800.00	83.33
101-171-715-000	SOCIAL SECURITY	6,490.00	5,408.04	540.80	1,081.96	83.33
101-171-830-000	DUES, SUBS & TUITION	2,500.00	1,031.90	0.00	1,468.10	41.28
101-171-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-171-861-000	LODGING & EXPENSES	1,000.00	1,347.32	0.00	(347.32)	134.73
Total Dept 171 - SUPERVISOR		95,822.00	78,480.66	7,610.14	17,341.34	81.90
Dept 215 - CLERK						
101-215-702-000	SALARIES	80,032.00	66,693.40	6,669.34	13,338.60	83.33
101-215-715-000	SOCIAL SECURITY	6,123.00	5,102.04	510.20	1,020.96	83.33
101-215-830-000	DUES, SUBS & TUITION	2,500.00	485.00	0.00	2,015.00	19.40

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-215-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-215-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 215 - CLERK		90,655.00	72,280.44	7,179.54	18,374.56	79.73
Dept 216 - CLERK ADMINISTRATION						
101-216-702-000	SALARIES	59,343.00	49,452.60	4,945.26	9,890.40	83.33
101-216-703-000	DEPUTY SALARY	1,200.00	1,000.00	100.00	200.00	83.33
101-216-715-000	SOCIAL SECURITY	4,632.00	3,859.62	385.96	772.38	83.33
101-216-830-000	DUES, SUBS & TUITION	2,500.00	40.00	0.00	2,460.00	1.60
101-216-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-216-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 216 - CLERK ADMINISTRATION		69,675.00	54,352.22	5,431.22	15,322.78	78.01
Dept 247 - BOARD OF REVIEW						
101-247-702-000	SALARIES	1,500.00	843.00	0.00	657.00	56.20
101-247-715-000	SOCIAL SECURITY	115.00	64.49	0.00	50.51	56.08
101-247-830-000	DUES, SUBS & TUITION	1,000.00	0.00	0.00	1,000.00	0.00
101-247-860-000	MILEAGE REIMBURSEMENT	300.00	0.00	0.00	300.00	0.00
101-247-861-000	LODGING & EXPENSES	0.00	0.00	0.00	0.00	0.00
Total Dept 247 - BOARD OF REVIEW		2,915.00	907.49	0.00	2,007.51	31.13
Dept 253 - TREASURER						
101-253-702-000	SALARIES	80,032.00	66,693.40	6,669.34	13,338.60	83.33
101-253-715-000	SOCIAL SECURITY	6,123.00	5,102.04	510.20	1,020.96	83.33
101-253-830-000	DUES, SUBS & TUITION	2,500.00	933.00	0.00	1,567.00	37.32
101-253-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-253-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 253 - TREASURER		90,655.00	72,728.44	7,179.54	17,926.56	80.23
Dept 255 - TREASURER ADMINISTRATION						
101-255-702-000	SALARIES	50,165.00	41,804.20	4,180.42	8,360.80	83.33
101-255-703-000	DEPUTY SALARY	1,200.00	1,000.00	100.00	200.00	83.33
101-255-715-000	SOCIAL SECURITY	3,930.00	3,274.51	327.44	655.49	83.32
101-255-830-000	DUES, SUBS & TUITION	2,500.00	1,681.80	0.00	818.20	67.27
101-255-860-000	MILEAGE REIMBURSEMENT	1,000.00	400.66	0.00	599.34	40.07
101-255-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 255 - TREASURER ADMINISTRATION		59,795.00	48,161.17	4,607.86	11,633.83	80.54
Dept 257 - ASSESSING						
101-257-802-000	CONTRACTED SERVICES	106,000.00	0.00	0.00	106,000.00	0.00
Total Dept 257 - ASSESSING		106,000.00	0.00	0.00	106,000.00	0.00
Dept 261 - CODE ENFORCEMENT/ASSIST SUPERVISOR						
101-261-702-000	SALARIES	53,138.00	44,281.60	4,428.16	8,856.40	83.33

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Fund 101 - GENERAL FUND						
Expenditures						
101-261-715-000	SOCIAL SECURITY	4,065.00	3,387.53	338.75	677.47	83.33
101-261-830-000	DUES, SUBS & TUITION	2,500.00	25.00	0.00	2,475.00	1.00
101-261-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-261-861-000	LODGING & EXPENSES	1,000.00	1,347.32	0.00	(347.32)	134.73
Total Dept 261 - CODE ENFORCEMENT/ASSIST SUPERVISOR		61,703.00	49,041.45	4,766.91	12,661.55	79.48
Dept 262 - ELECTIONS						
101-262-708-000	ELECTION SALARIES	35,000.00	14,867.25	0.00	20,132.75	42.48
101-262-740-000	OPERATING EXPENSES	20,000.00	17,235.93	546.00	2,764.07	86.18
Total Dept 262 - ELECTIONS		55,000.00	32,103.18	546.00	22,896.82	58.37
Dept 265 - TOWNSHIP PROPERTIES						
101-265-850-000	TELEPHONE	6,700.00	4,509.62	501.23	2,190.38	67.31
101-265-920-000	UTILITIES	10,000.00	9,057.48	1,188.57	942.52	90.57
101-265-930-000	MAINTENANCE & REPAIRS	50,000.00	27,941.61	4,664.78	22,058.39	55.88
Total Dept 265 - TOWNSHIP PROPERTIES		66,700.00	41,508.71	6,354.58	25,191.29	62.23
Dept 267 - ARPA OPERATING EXPENSES						
101-267-740-000	OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00
Total Dept 267 - ARPA OPERATING EXPENSES		0.00	0.00	0.00	0.00	0.00
Dept 272 - GENERAL SERVICES						
101-272-710-000	PENSION	40,995.00	34,428.60	3,442.86	6,566.40	83.98
101-272-720-000	HEALTH/LIFE INSURANCE	82,775.00	63,967.33	6,038.13	18,807.67	77.28
101-272-737-000	RETIREMENT HEALTH CARE FUNDING	0.00	0.00	0.00	0.00	0.00
101-272-740-000	OPERATING EXPENSES	50,000.00	26,270.04	2,572.61	23,729.96	52.54
101-272-801-000	ACCOUNTANT/AUDITOR	19,300.00	18,300.00	0.00	1,000.00	94.82
101-272-802-000	CONTRACTED SERVICES	2,000.00	881.25	0.00	1,118.75	44.06
101-272-804-000	ATTORNEY	50,000.00	26,977.49	4,463.30	23,022.51	53.95
101-272-816-000	COMPUTER MAINTENANCE	35,000.00	32,070.42	1,094.20	2,929.58	91.63
101-272-820-000	ORDINANCE CODIFICATION	7,000.00	1,187.50	0.00	5,812.50	16.96
101-272-830-000	DUES, SUBS & TUITION	9,000.00	8,107.54	155.00	892.46	90.08
101-272-900-000	LEGAL NOTICES	7,000.00	3,510.00	897.00	3,490.00	50.14
101-272-955-000	MISCELLANEOUS	7,832.00	530.32	287.88	7,301.68	6.77
101-272-956-000	INSURANCE	14,500.00	13,240.00	19.00	1,260.00	91.31
101-272-971-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-272-991-000	DEBT SERVICE - TOWNSHIP HALL	0.00	0.00	0.00	0.00	0.00
101-272-995-206	TRANSFER TO FIRE SAD - ADVANCE	122,762.00	0.00	0.00	122,762.00	0.00
101-272-995-390	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
101-272-995-401	TO CAPITAL PROJECT FUND	550,000.00	550,000.00	0.00	0.00	100.00
101-272-995-404	TRANSFERS TO ROAD IMPROVEMENT FUND	100,000.00	100,000.00	0.00	0.00	100.00
Total Dept 272 - GENERAL SERVICES		1,098,164.00	879,470.49	18,969.98	218,693.51	80.09
Dept 336 - PUBLIC SAFETY						
101-336-959-000	NOCFA CONTRIBUTION	0.00	0.00	0.00	0.00	0.00

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Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 336 - PUBLIC SAFETY		0.00	0.00	0.00	0.00	0.00
Dept 441 - PUBLIC WORKS						
101-441-821-000	CEMETERY	15,000.00	1,955.00	0.00	13,045.00	13.03
101-441-822-000	CLEANUP DAYS	13,000.00	3,705.00	0.00	9,295.00	28.50
101-441-824-000	PHRAGMITE CONTROL	0.00	0.00	0.00	0.00	0.00
101-441-825-000	ROAD GRAVEL	25,000.00	(2,006.78)	0.00	27,006.78	(8.03)
101-441-826-000	ROAD MAINT.-CHLORIDE	86,796.00	52,077.60	0.00	34,718.40	60.00
101-441-990-000	N. HOLLY RD. PROJECT	37,500.00	37,500.00	0.00	0.00	100.00
Total Dept 441 - PUBLIC WORKS		177,296.00	93,230.82	0.00	84,065.18	52.58
Dept 660 - COMMUNITY SERVICES						
101-660-844-000	YOUTH ASSISTANCE	3,500.00	3,500.00	0.00	0.00	100.00
Total Dept 660 - COMMUNITY SERVICES		3,500.00	3,500.00	0.00	0.00	100.00
Dept 701 - PLANNING						
101-701-702-000	SALARIES	9,035.00	2,495.00	1,200.00	6,540.00	27.61
101-701-715-000	SOCIAL SECURITY	692.00	190.88	91.82	501.12	27.58
101-701-802-000	CONTRACTED SERVICES	2,000.00	318.75	0.00	1,681.25	15.94
101-701-811-000	PLANNER SERVICES	60,000.00	7,694.50	0.00	52,305.50	12.82
101-701-812-000	ENGINEER SERVICES	25,000.00	(235.20)	0.00	25,235.20	(0.94)
101-701-830-000	DUES, SUBS & TUITION	4,000.00	893.00	0.00	3,107.00	22.33
101-701-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
Total Dept 701 - PLANNING		101,227.00	11,356.93	1,291.82	89,870.07	11.22
Dept 702 - ZONING ADMINISTRATOR						
101-702-702-000	SALARIES	8,000.00	6,666.70	666.67	1,333.30	83.33
101-702-715-000	SOCIAL SECURITY	612.00	510.00	51.00	102.00	83.33
101-702-830-000	DUES, SUBS & TUITION	1,000.00	0.00	0.00	1,000.00	0.00
101-702-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
101-702-861-000	LODGING & EXPENSES	800.00	0.00	0.00	800.00	0.00
Total Dept 702 - ZONING ADMINISTRATOR		10,912.00	7,176.70	717.67	3,735.30	65.77
Dept 703 - COMMUNITY DEVELOPMENT						
101-703-956-000	COMMUNITY DEVELOPMENT - CDBG	5,792.00	5,760.00	0.00	32.00	99.45
Total Dept 703 - COMMUNITY DEVELOPMENT		5,792.00	5,760.00	0.00	32.00	99.45
Dept 704 - ZONING BOARD OF APPEALS						
101-704-702-000	SALARIES	505.00	0.00	0.00	505.00	0.00
101-704-715-000	SOCIAL SECURITY	40.00	0.00	0.00	40.00	0.00
101-704-802-000	CONTRACTED SERVICES	300.00	0.00	0.00	300.00	0.00
101-704-830-000	DUES, SUBS & TUITION	1,500.00	302.00	0.00	1,198.00	20.13
101-704-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 704 - ZONING BOARD OF APPEALS		2,845.00	302.00	0.00	2,543.00	10.62
TOTAL EXPENDITURES		2,117,581.00	1,457,481.77	67,820.18	660,099.23	68.83
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,117,581.00	1,153,147.48	16,385.23	964,433.52	54.46
TOTAL EXPENDITURES		2,117,581.00	1,457,481.77	67,820.18	660,099.23	68.83
NET OF REVENUES & EXPENDITURES		0.00	(304,334.29)	(51,434.95)	304,334.29	100.00
BEG. FUND BALANCE		1,494,588.65	1,494,588.65			
END FUND BALANCE		1,494,588.65	1,190,254.36			

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT						
Revenues						
Dept 000 - GENERAL						
206-000-451-000	SPECIAL ASSESSMENT COLLECTION	1,129,000.00	1,069,360.20	0.00	59,639.80	94.72
206-000-665-000	INTEREST	1,000.00	3,134.93	1,436.94	(2,134.93)	313.49
206-000-678-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
206-000-699-101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
206-000-699-390	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		1,130,000.00	1,072,495.13	1,436.94	57,504.87	94.91
Dept 338 - FIRE AND EMERGENCY						
206-338-699-000	TRANSFERS FROM OTHER FUNDS	122,762.00	0.00	0.00	122,762.00	0.00
Total Dept 338 - FIRE AND EMERGENCY		122,762.00	0.00	0.00	122,762.00	0.00
TOTAL REVENUES		1,252,762.00	1,072,495.13	1,436.94	180,266.87	85.61
Expenditures						
Dept 338 - FIRE AND EMERGENCY						
206-338-740-000	OPERATING EXPENSES	1,000.00	729.07	62.61	270.93	72.91
206-338-802-000	CONTRACTED SERVICES	1,103,000.00	1,103,000.00	0.00	0.00	100.00
206-338-971-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
206-338-995-101	TRANSFER TO GENERAL FUND	122,762.00	0.00	0.00	122,762.00	0.00
206-338-995-390	TRANSFER TO FUND BALANCE	26,000.00	0.00	0.00	26,000.00	0.00
Total Dept 338 - FIRE AND EMERGENCY		1,252,762.00	1,103,729.07	62.61	149,032.93	88.10
TOTAL EXPENDITURES		1,252,762.00	1,103,729.07	62.61	149,032.93	88.10
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:						
TOTAL REVENUES		1,252,762.00	1,072,495.13	1,436.94	180,266.87	85.61
TOTAL EXPENDITURES		1,252,762.00	1,103,729.07	62.61	149,032.93	88.10
NET OF REVENUES & EXPENDITURES		0.00	(31,233.94)	1,374.33	31,233.94	100.00
BEG. FUND BALANCE		432,912.49	432,912.49			
END FUND BALANCE		432,912.49	401,678.55			

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 213 - PEG FUNDS						
Revenues						
Dept 000 - GENERAL						
213-000-478-000	PEG FUNDS	6,400.00	2,863.67	0.00	3,536.33	44.74
213-000-665-000	INTEREST	1,000.00	3,496.02	351.71	(2,496.02)	349.60
213-000-699-390	TRANSFER FROM FUND BALANCE	80,600.00	0.00	0.00	80,600.00	0.00
Total Dept 000 - GENERAL		88,000.00	6,359.69	351.71	81,640.31	7.23
TOTAL REVENUES		88,000.00	6,359.69	351.71	81,640.31	7.23
Expenditures						
Dept 213 - PEG						
213-213-740-000	OPERATING EXPENSES	88,000.00	0.00	0.00	88,000.00	0.00
213-213-995-390	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 213 - PEG		88,000.00	0.00	0.00	88,000.00	0.00
TOTAL EXPENDITURES		88,000.00	0.00	0.00	88,000.00	0.00
Fund 213 - PEG FUNDS:						
TOTAL REVENUES		88,000.00	6,359.69	351.71	81,640.31	7.23
TOTAL EXPENDITURES		88,000.00	0.00	0.00	88,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	6,359.69	351.71	(6,359.69)	100.00
BEG. FUND BALANCE		98,559.06	98,559.06			
END FUND BALANCE		98,559.06	104,918.75			

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 214 - METRO ACT FUNDS						
Revenues						
Dept 000 - GENERAL						
214-000-572-000	METRO ACT PAYMENTS	8,000.00	0.00	0.00	8,000.00	0.00
214-000-665-000	INTEREST	1,000.00	3,421.91	333.52	(2,421.91)	342.19
214-000-699-390	TRANSFER FROM FUND BALANCE	91,000.00	0.00	0.00	91,000.00	0.00
Total Dept 000 - GENERAL		100,000.00	3,421.91	333.52	96,578.09	3.42
TOTAL REVENUES		100,000.00	3,421.91	333.52	96,578.09	3.42
Expenditures						
Dept 214 - METRO ACT						
214-214-740-000	OPERATING EXPENSES	100,000.00	0.00	0.00	100,000.00	0.00
214-214-995-390	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 214 - METRO ACT		100,000.00	0.00	0.00	100,000.00	0.00
TOTAL EXPENDITURES		100,000.00	0.00	0.00	100,000.00	0.00
Fund 214 - METRO ACT FUNDS:						
TOTAL REVENUES		100,000.00	3,421.91	333.52	96,578.09	3.42
TOTAL EXPENDITURES		100,000.00	0.00	0.00	100,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,421.91	333.52	(3,421.91)	100.00
BEG. FUND BALANCE		97,843.52	97,843.52			
END FUND BALANCE		97,843.52	101,265.43			

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 249 - BUILDING						
Revenues						
Dept 000 - GENERAL						
249-000-476-000	LICENSES & PERMITS	125,000.00	139,813.92	18,323.85	(14,813.92)	111.85
249-000-665-000	INTEREST	3,300.00	4,242.94	277.95	(942.94)	128.57
249-000-699-390	TRANSFER FROM FUND BALANCE	40,900.00	0.00	0.00	40,900.00	0.00
Total Dept 000 - GENERAL		169,200.00	144,056.86	18,601.80	25,143.14	85.14
TOTAL REVENUES		169,200.00	144,056.86	18,601.80	25,143.14	85.14
Expenditures						
Dept 371 - BUILDING INSPECTION						
249-371-702-000	SALARIES	0.00	0.00	0.00	0.00	0.00
249-371-710-000	PENSION	0.00	0.00	0.00	0.00	0.00
249-371-715-000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
249-371-720-000	HEALTH/LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
249-371-740-000	OPERATING EXPENSES	3,000.00	4,417.50	1,293.30	(1,417.50)	147.25
249-371-805-000	BUILDING INSPECTOR	53,000.00	53,132.92	4,281.78	(132.92)	100.25
249-371-806-000	ELECTRICAL INSPECTOR	10,000.00	10,633.80	2,338.80	(633.80)	106.34
249-371-807-000	MECHANICAL INSPECTOR	12,000.00	11,674.80	2,376.00	325.20	97.29
249-371-808-000	PLUMBING INSPECTOR	6,000.00	6,830.40	1,511.40	(830.40)	113.84
249-371-830-000	DUES, SUBS & TUITION	500.00	0.00	0.00	500.00	0.00
249-371-860-000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00
249-371-941-000	LEASE PAYMENT	18,000.00	15,000.00	1,500.00	3,000.00	83.33
249-371-942-000	LABOR DUE TO GENERAL FUND	66,100.00	49,576.00	0.00	16,524.00	75.00
249-371-955-000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
249-371-995-390	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 371 - BUILDING INSPECTION		169,200.00	151,265.42	13,301.28	17,934.58	89.40
TOTAL EXPENDITURES		169,200.00	151,265.42	13,301.28	17,934.58	89.40
Fund 249 - BUILDING:						
TOTAL REVENUES		169,200.00	144,056.86	18,601.80	25,143.14	85.14
TOTAL EXPENDITURES		169,200.00	151,265.42	13,301.28	17,934.58	89.40
NET OF REVENUES & EXPENDITURES		0.00	(7,208.56)	5,300.52	7,208.56	100.00
BEG. FUND BALANCE		137,558.17	137,558.17			
END FUND BALANCE		137,558.17	130,349.61			

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
Dept 000 - GENERAL						
401-000-665-000	INTEREST	11,400.00	43,390.05	4,080.34	(31,990.05)	380.61
401-000-699-000	TRANSFERS FROM OTHER FUNDS	550,000.00	550,000.00	0.00	0.00	100.00
401-000-699-390	TRANSFER FROM FUND BALANCE	478,600.00	0.00	0.00	478,600.00	0.00
Total Dept 000 - GENERAL		1,040,000.00	593,390.05	4,080.34	446,609.95	57.06
TOTAL REVENUES		1,040,000.00	593,390.05	4,080.34	446,609.95	57.06
Expenditures						
Dept 000 - GENERAL						
401-000-971-000	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 901 - CAPITAL IMPROVEMENT						
401-901-955-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
401-901-971-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
401-901-973-000	TOWNSHIP HALL SERVICES & EXPENSES	1,000,000.00	52,531.48	168.00	947,468.52	5.25
401-901-974-000	FARMSTEAD PROJECT	40,000.00	0.00	0.00	40,000.00	0.00
401-901-995-390	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL IMPROVEMENT		1,040,000.00	52,531.48	168.00	987,468.52	5.05
TOTAL EXPENDITURES		1,040,000.00	52,531.48	168.00	987,468.52	5.05
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		1,040,000.00	593,390.05	4,080.34	446,609.95	57.06
TOTAL EXPENDITURES		1,040,000.00	52,531.48	168.00	987,468.52	5.05
NET OF REVENUES & EXPENDITURES		0.00	540,858.57	3,912.34	(540,858.57)	100.00
BEG. FUND BALANCE		749,931.17	749,931.17			
END FUND BALANCE		749,931.17	1,290,789.74			

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 403 - CAPITAL GRANT FUND						
Revenues						
Dept 000 - GENERAL						
403-000-665-000	INTEREST	13,600.00	9,586.21	443.78	4,013.79	70.49
403-000-674-000	CHARLES MOTT GRANT FUNDS	0.00	182,975.04	0.00	(182,975.04)	100.00
403-000-675-000	THE GLENMEDE TRUST GRANT FUNDS	0.00	0.00	0.00	0.00	0.00
403-000-679-000	COMMUNITY FOUNDATION	0.00	23,000.00	0.00	(23,000.00)	100.00
403-000-699-390	TRANSFER FROM FUND BALANCE	417,920.00	0.00	0.00	417,920.00	0.00
Total Dept 000 - GENERAL		431,520.00	215,561.25	443.78	215,958.75	49.95
TOTAL REVENUES		431,520.00	215,561.25	443.78	215,958.75	49.95
Expenditures						
Dept 903 - CAPITAL OUTLAY						
403-903-976-000	CAPITAL OUTLAY - CHARLES MOTT GRANT	182,975.00	143,418.42	4,245.33	39,556.58	78.38
403-903-977-000	CAPITAL OUTLAY - GLEN MEADE TRUST FUND	225,545.00	0.00	0.00	225,545.00	0.00
403-903-978-000	COMMUNITY FOUNDATION	23,000.00	1,979.06	0.00	21,020.94	8.60
Total Dept 903 - CAPITAL OUTLAY		431,520.00	145,397.48	4,245.33	286,122.52	33.69
TOTAL EXPENDITURES		431,520.00	145,397.48	4,245.33	286,122.52	33.69
Fund 403 - CAPITAL GRANT FUND:						
TOTAL REVENUES		431,520.00	215,561.25	443.78	215,958.75	49.95
TOTAL EXPENDITURES		431,520.00	145,397.48	4,245.33	286,122.52	33.69
NET OF REVENUES & EXPENDITURES		0.00	70,163.77	(3,801.55)	(70,163.77)	100.00
BEG. FUND BALANCE		243,461.67	243,461.67			
END FUND BALANCE		243,461.67	313,625.44			

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 404 - ROAD IMPROVEMENTS						
Revenues						
Dept 000 - GENERAL						
404-000-665-000	INTEREST	100.00	5,817.16	594.12	(5,717.16)	5,817.16
404-000-699-101	TRANSFER FROM GENERAL FUND	100,000.00	100,000.00	0.00	0.00	100.00
404-000-699-390	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		100,100.00	105,817.16	594.12	(5,717.16)	105.71
TOTAL REVENUES		100,100.00	105,817.16	594.12	(5,717.16)	105.71
Expenditures						
Dept 404 - ROAD IMPROVEMENT FUND						
404-404-995-390	TRANSFER TO FUND BALANCE	100,100.00	0.00	0.00	100,100.00	0.00
404-404-995-401	TRANSER TO CAPITAL PROJECT FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 404 - ROAD IMPROVEMENT FUND		100,100.00	0.00	0.00	100,100.00	0.00
TOTAL EXPENDITURES		100,100.00	0.00	0.00	100,100.00	0.00
Fund 404 - ROAD IMPROVEMENTS:						
TOTAL REVENUES		100,100.00	105,817.16	594.12	(5,717.16)	105.71
TOTAL EXPENDITURES		100,100.00	0.00	0.00	100,100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	105,817.16	594.12	(105,817.16)	100.00
BEG. FUND BALANCE		61,884.82	61,884.82			
END FUND BALANCE		61,884.82	167,701.98			
TOTAL REVENUES - ALL FUNDS		5,299,163.00	3,294,249.53	42,227.44	2,004,913.47	62.17
TOTAL EXPENDITURES - ALL FUNDS		5,299,163.00	2,910,405.22	85,597.40	2,388,757.78	54.92
NET OF REVENUES & EXPENDITURES		0.00	383,844.31	(43,369.96)	(383,844.31)	100.00
BEG. FUND BALANCE - ALL FUNDS		3,316,739.55	3,316,739.55			
END FUND BALANCE - ALL FUNDS		3,316,739.55	3,700,583.86			

05/15/2025 INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP

POST DATES 04/17/2025 - 05/21/2025

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
Fund 101 GENERAL FUND			
101-000-018-000	ACCOUNTS RECEIVABLE	APR-25	35.00
			35.00
Dept 253 TREASURER			
101-253-861-000	LODGING & EXPENSES	APR-25	504.00
			504.00
Dept 255 TREASURER ADMINISTRATION			
101-255-830-000	DUES, SUBS & TUITION	APR-25	115.00
101-255-861-000	LODGING & EXPENSES	APR-25	504.00
			619.00
Dept 262 ELECTIONS			
101-262-708-000	ELECTION SALARIES	MAY-25 05/03/25GRAND BLANC SCHOOL ELECTI	160.00
101-262-740-000	OPERATING EXPENSES	MAY-25 PETTY CASH	151.37
			311.37
Dept 265 TOWNSHIP PROPERTIES			
101-265-850-000	TELEPHONE	APR-25	505.74
101-265-920-000	UTILITIES	APR-25 4092 GRANGE HALL RD	65.40
101-265-920-000	UTILITIES	APR-25 102 CIVIC DR	571.26
101-265-920-000	UTILITIES	APR-25 4092 GRANGE GRANGE HALL RD	362.80
101-265-920-000	UTILITIES	APR-25 13409 N. HOLLY RD	10.75
101-265-920-000	UTILITIES	APR-25 13465 N. HOLLY RD	9.12
101-265-920-000	UTILITIES - 102 CIVIC DR	APR-25	96.77
101-265-930-000	MAINTENANCE & REPAIRS	APR-25	3,600.00
101-265-930-000	MAINTENANCE & REPAIRS	APR-25	89.93
101-265-930-000	MAINTENANCE & REPAIRS	APR-25 OFFICE CLEANING	500.00
101-265-930-000	RUGS	APR-25	239.84
101-265-930-000	MAINTENANCE & REPAIRS	APR-25	7.48
101-265-930-000	MAINTENANCE & REPAIRS - FARMST	APR-25 FARMSTEAD MOWING	600.00
			6,659.09
Dept 272 GENERAL SERVICES			
101-272-740-000	OPERATING EXPENSES	APR-25	142.18
101-272-740-000	OPERATING EXPENSES	APR-25	3,429.08
101-272-740-000	OPERATING EXPENSES	APR-25 OFFICE SUPPLIES	139.38
101-272-740-000	OPERATING EXPENSES	APR-25 WATER COOLER	30.45
101-272-740-000	OPERATING EXPENSES	APR-25 WATER COOLER	14.00
101-272-740-000	OPERATING EXPENSES	MAY-25 REIMBURSMENT	83.70
101-272-804-000	ATTORNEY	APR-25	1,980.00
101-272-804-000	ATTORNEY	APR-25	768.50
101-272-804-000	ATTORNEY	APR-25	16.50
101-272-804-000	ATTORNEY	APR-25	808.50
101-272-804-000	ATTORNEY	APR-25	90.00
101-272-804-000	ATTORNEY	APR-25	66.00
101-272-804-000	ATTORNEY	APR-25	733.80
101-272-804-000	ATTORNEY	APR-25	2,760.00

101-272-804-000	ATTORNEY	APR-25	1,056.00
101-272-804-000	ATTORNEY	APR-25	120.00
101-272-804-000	ATTORNEY	APR-25	49.50
101-272-816-000	COMPUTER MAINTENANCE	APR-25	49.58
101-272-816-000	COMPUTER MAINTENANCE	APR-25	37.00
101-272-816-000	COMPUTER MAINTENANCE	APR-25	2,875.50
101-272-820-000	ORDINANCE CODIFICATION	MAY-25	901.63
101-272-820-000	ORDINANCE CODIFICATION	MAY-25	367.50
101-272-900-000	LEGAL NOTICES - FEB	MAY-25	3,342.56
101-272-955-000	MISCELLANEOUS	2025 ESCHEATMENT TO STATE OF MICHIGAN-CYN	287.88
			20,149.24

Dept 441 PUBLIC WORKS

101-441-821-000	CEMETERY	MAY-25 SPRING CLEAN UP	600.00
101-441-822-000	CLEANUP DAYS	APR-25	70.39
101-441-822-000	CLEANUP DAYS	MAY-25 SPRING CLEAN UP	200.00
101-441-822-000	CLEANUP DAYS	MAY-25 SPRING CLEAN UP	3,585.00
101-441-822-000	CLEANUP DAYS	MAY-25 REIMBURSMENT	19.80
			4,475.19

Dept 701 PLANNING

101-701-811-000	PLANNER SERVICES	APR-25	500.00
101-701-811-000	PLANNER SERVICES	MAY-25	690.00
101-701-811-000	PLANNER SERVICES	MAY-25	300.00
			1,490.00
			34,242.89

Fund 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT

Dept 338 FIRE AND EMERGENCY

206-338-740-000	OPERATING EXPENSES	APR-25 2413 BELFORD RD WELL HYDRANT	28.69
206-338-740-000	OPERATING EXPENSES	APR-25 4485 NELSON SCOTT DR WELL HYDRANT	34.96
			63.65
			63.65

Fund 249 BUILDING

Dept 000 GENERAL

249-000-476-000	LICENSES & PERMITS	MAY-25 REFUND PMC25045 & PEL25037	260.00
			260.00

Dept 371 BUILDING INSPECTION

249-371-740-000	OPERATING EXPENSES	APR-24 BUILDING DEPT & FILE MAINTENANCE	540.00
249-371-740-000	OPERATING EXPENSES	APR-25 BLDG DEPT FILE MAINTENANCE	306.00
249-371-740-000	OPERATING EXPENSES	APR-25 BUILDING INSPECTOR SIGNS	125.00
249-371-740-000	OPERATING EXPENSES	APR-25	252.00
249-371-740-000	OPERATING EXPENSES	MAY-25 BLDT DEPT FILE MAINTENANCE	333.00
249-371-740-000	OPERATING EXPENSES	APR-25	191.50
249-371-740-000	OPERATING EXPENSES	APR-25 CODE BOOKS	170.00
249-371-740-000	OPERATING EXPENSES	APR-25	4,800.00
249-371-805-000	BUILDING INSPECTOR	APR-25 04/01/25 - 04/15/25	2,350.95
249-371-805-000	BUILDING INSPECTOR	APR-25 4/16/25 - 4/30/25	2,237.30
249-371-806-000	ELECTRICAL INSPECTOR	APR-25 04/01/25 - 04/15/25	1,054.80
249-371-806-000	ELECTRICAL INSPECTOR	APR-25 4/16/25 - 4/30/25	1,696.80
249-371-807-000	MECHANICAL INSPECTOR	APR-25 04/01/25 - 04/15/25	1,401.00
249-371-807-000	MECHANICAL INSPECTOR	APR-25 4/16/25 - 4/30/25	1,450.80

249-371-808-000	PLUMBING INSPECTOR	APR-25 04/01/25 - 04/15/25	1,006.80
249-371-808-000	PLUMBING INSPECTOR	APR-25 4/16/25 - 4/30/25	109.80
249-371-941-000	LEASE PAYMENT	MAY-25 BLDG DEPT RENT	1,500.00
249-371-942-000	LABOR DUE TO GENERAL FUND	APR-25 LABOR REIMBURSEMENT	5,508.00
249-371-942-000	LABOR DUE TO GENERAL FUND	MAY-25 LABOR REIMBURSEMENT	5,508.00
			30,541.75
			30,801.75

Fund 401 CAPITAL IMPROVEMENT FUND
Dept 901 CAPITAL IMPROVEMENT

401-901-973-000	TOWNSHIP HALL SERVICES & EXPEN	MAR-25	168.00
			168.00
			168.00

Fund 101 GENERAL FUND	34,242.89
Fund 206 FIRE AND EMERGENCY SPECIAL ASSESS	63.65
Fund 249 BUILDING	30,801.75
Fund 401 CAPITAL IMPROVEMENT FUND	168.00
Total For All Funds:	65,276.29

DRAFT

NORTH OAKLAND COUNTY FIRE AUTHORITY
MINUTES
Tuesday April 22, 2025, 6:30 PM
Location: Rose Township Offices, 9080 Mason St., Holly, MI 48442

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Chair Kullis called the meeting to order at 6:33 pm

MEMBERS PRESENT: Kullis, Miller, Stilwell, Winchester, Johnson

AGENDA APPROVAL

Supervisor Kullis requested amending the agenda as follows: Remove Item 2 under New Business and replace it with Closed Session: Union Negotiations

Motion by Stilwell to approve the agenda as amended. Supported by Johnson. A voice vote was taken. All present voted yes. The motion was carried 5/0.

CONSENT AGENDA

Approval of meeting minutes from March 25, 2025
Financial Reports: General Fund Revenue & Expense Year to Date

Checking Account as of 4/30/2025	$3,108.03
Statement Savings Account as of: 4/30/2025	$320,348.84
Equipment Replacement Money market Account as of 4/30/2025	$488,343.02
Accounts Receivable: FIRE as of 4/30/2025	$921.00
Accounts Receivable: MEDICAL as of 4/30/2025	$140,704.90
Accounts Receivable: TRAINING as of 4/30/2025	$1,989.00
Accounts Receivable: GENERAL as of 4/30/2025	$1,051.89
Aging Accounts Turned Over to Collections Allowance as of 4/30/2025	$109,113.62
Bills for Payment Total: 3/26/25 through 4/22/25	$13,524.34
Cost of Payroll: 3/13/25 through 4/22/25	$104,170.36

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

PUBLIC COMMENT – ON AGENDA ITEMS ONLY – None

PRESENTATIONS: None

UNFINISHED BUSINESS

1. 2025-2026 Proposed NOCFA Budget

Chief Weil presented a 6-month budget the period July 1, 2025 – December 31, 2025 because the department will be changing its fiscal year to coincide with the calendar year beginning January 1, 2026. He noted the following items that have impacted the budget: increase in service requests, increase in health care costs, wage adjustments, increasing IT costs, and other insurance. The requested funding is $591k from each township – an increase of $40k for each Township. This reflects overall department growth and an increase in the number of daily calls.

Motion by Winchester to approve the July 12,2025 – December 31, 2025 NOCFA proposed budget and to add line item 870 for the reserve transfer fund balance. Supported by Miller. A roll call vote was taken. All present voted yes. The motion was carried 5/0.

2. Establish a Capital Equipment Fund

   At the last meeting, the board asked Chief Weil to update the current capital equipment replacement fund. The chief presented an updated draft of department needs such as vehicles, gear, infrastructure, current building needs, and future building needs. He used an equipment rating scale from American Public Works to rate equipment service status and develop a projected replacement schedule. The board agreed that the document was a useful tool to begin planning for the future and to develop a funding plan. Next steps: complete the list, project a budget out for several years, and hire professionals to assist with funding.

   No action taken.

NEW BUSINESS

1. Proposed Amendment to NOCFA Articles of Incorporation

   This amendment will change the fiscal year to coincide with the calendar year beginning January 1, 2026. The new fiscal year will be January 1 – December 31.

   Motion by Winchester to approve the proposed amendment to the NOCFA Articles of Incorporation changing the fiscal year to January 1 – December 31. Supported by Miller. A roll call vote was taken. All present voted yes. The motion was carried 5/0.

2. Closed Session – Union Negotiations

   Motion by Kullis to enter into closed session at 7:30 pm. Supported by Winchester. A voice vote was taken. All present voted yes. The motion was carried 5/0.

   Motion by Winchester to end the closed session at 8:08 pm. Supported by Johnson. A voice vote was taken. All present voted yes. The motion was carried 5/0.

   Motion by Miller to grant approval for the negotiating team to proceed as discussed in closed session. Supported by Winchester. A voice vote was taken. All present voted yes. The motion was carried 5/0.

REPORTS

- Chief's Report
  - 124 runs; response times are consistent; 17 out of district – getting busier
  - I-75 project is in full swing – NOCFA is part of a collaborative response plan with Springfield, Independence, Groveland, and Grand Blanc Township
  - 8/10% uncovered shifts
  - 16%-17% mutual aid calls last month
  - Met with the family of the structure fire on Cogshall; gave them a gift from the benevolent fund to get them through a couple of days
  - 416 calls as of 4/17/2025 – average of 4 calls/day
  - Anticipate increased calls – current residential expansion and the Trilogy Health project in Holly Township

- Firefighters Assoc. – no report

- Holly Twp. – Supervisor Kullis
    - Attended conferences in Grand Rapids, Philadelphia, and Lansing; has useful information for Township and NOCFA

- Rose Twp. – Supervisor Stilwell
    - Attended MTA conference in Grand Rapids

- Citizen at Large – Johnson; no report

PUBLIC COMMENT

- Chief Weil thanked the board for their understanding and tutelage

ADJOURNMENT – Chair Kullis adjourned the meeting at 8:29 pm.

Submitted by: Diane Hill, Recording Secretary

DRAFT

Holly Township
Planning Commission – Regular Meeting
Minutes of February 12, 2025

CALL TO ORDER: Commissioner Mitchell called the regular meeting of the Holly Township Planning Commission to order at 6:30 p.m. Located at the Holly Township Offices (Upstairs), 102 Civic Drive, Holly, Michigan 48442

PLEDGE OF ALLEGIANCE

Members Present
Mitchell
Kerton
Armstead
Stoner
Jorgensen
McCanney
Sommer

Members Absent – None.

Others Present
Karin Winchester, Clerk/Zoning Administrator
Alexis Farrell, McKenna & Assoc.
Joe Nawrocki, Trilogy Health

AGENDA APPROVAL

- **Motion by Sommer to approve the agenda as presented. Supported by Kerton. A voice vote was taken. All present voted yes. The motion carried 7/0.**

PUBLIC COMMENT: For items on the agenda only.

Martin Andreski, 2105 Middle Ridge Drive addressed the Commission.

PUBLIC HEARINGS: None.

APPROVAL OF MINUTES – March 12, 2025

- **Motion by Commissioner Sommer to approve the minutes as presented. Supported by Commissioner Armstead. A voice vote was taken. All present voted yes. The motion was carried 7/0.**

COMMUNICATIONS: None.

OLD BUSINESS: None.

NEW BUSINESS

1. Site Plan Application from Trilogy Health Services 303 N. Hurstbourne Parkway, Suite 200, Louisville KY 40222 for a Planned Development that will consist of a convalescent home and independent living housing on Parcel Number 01-28-101-018.

Alexis Farrell, McKenna & Associates presented an overview of the process to date for new Commission members. The site plan application is for a 65,000 square foot, single story building with 84 units for a convalescent center with 86 beds. There will also be 30 villas on the back half of the site that will be constructed as attached condos. The reason for the amendment (New Business, Item 2) is because the site has changed slightly since the original approval.
The applicant secured an additional 3 acres along the south side of the site that will mainly be used for storm water detention and at southeast they were able to add 2 additional villas. The Public Hearing has already been held. The reason for the planned development piece is that there are items that deviate from underlying zoning restrictions – a cupola that slightly exceeds height, some deviations from setbacks from internal drives. McKenna & Associates found the deviations acceptable. A pathway along the frontage is a benefit that the developers are offering. It fits into the Township's vision for creating pedestrian connections. There is also a pathway connection proposed to the northeast of the site to connect to future development on the neighboring parcel. The developers will seek separate approval for signs. The developers are not deviating from design standards. Parking slightly exceeds the requirements of the ordinance. A tree replacement program is not included in tonight's packet, so approval should be conditional on an agreeable program to be submitted to administration at a later date.

Joe Nawrocki, representing Trilogy Health, addressed the Commission. He addressed the following: the frontage pathway will be hot-mixed asphalt; there are 92 parking spaces for the campus which exceeds the ordinance requirement by 30 spaces; the primary drive will be hot-mixed asphalt (a heavy-duty product), there are many walkways on the property; there are two entrance drives. The additional acreage on the south will allow them to construct a storm water system that exceeds the county standards. All fire requirements for the site have been satisfied.

- **Motion by Commissioner Kerton to approve the Site Plan Application from Trilogy Health Services 303 N. Hurstbourne Parkway, Suite 200, Louisville KY 40222 for Planned Development that will consist of a convalescent home and independent living housing on Parcel Number 01-28-101-018 on the conditions noted in the McKenna letter dated April 1, 2025. Supported by Commissioner Sommer. A voice vote was taken. All present voted yes. The motion carried 7/0.**

2. Special Land Use Amendment for Trilogy Health Services 303 N. Hurstbourne Parkway, Suite 200, Louisville KY 40222 for the Approved Special Land Use for Planned Development that will consist of a convalescent home and independent living housing on Parcel Number 01-28-101-018,

- **Motion by Commissioner McCanney to approve the Special Land Use Amendment for Trilogy Health Services 303 N. Hurstbourne Parkway, Suite 200, Louisville KY 40222 for the Approved Special Land Use for a Planned Development that will consist of a convalescent home and independent living housing on Parcel Number 01-28-101-018 based on their plans dated March 17, 2025 and based on our site plan review report dated April 1, 2025 on the condition that the compliant tree survey and replacement plan are submitted, which can be reviewed administratively. Supported by Commissioner Stoner. A voice vote was taken. All present voted yes. The motion was carried 7/0.**

REPORTS – No reports.

PUBLIC COMMENT

Joe Nawrocki, Trilogy Health Services, addressed the Commission.

ADJOURNMENT – Chair Mitchell adjourned the meeting at 7:43 pm.

Submitted by Diane Hill, Recording Secretary

_____

Karin S. Winchester, Clerk

Revenue Totals Report

05/14/2025

Record Type	Exact Type	Category	Description	Entries	Amount
Permit	Building	Registration Fee	Registration - Builder	1	15.00
Permit	Building	Residential	Permit Base Fee - Residential	1	75.00
Permit	Building	Residential	PLAN REVIEW	7	520.00
Permit	Building	Residential	REROOF	1	300.00
Permit	Building	Residential	Res, Addition	2	1,047.30
Permit	Building	Residential	Res, Garage	4	255.60
Permit	Building	Residential	RES, POLE BARN UP TO 3000 SQ	2	240.00
Permit	Building	Residential	Res, Remodel	3	641.60
Permit	Building	Residential	Res, REROOF	1	263.10
Permit	Building	Residential	Res, REROOF	1	300.00
Permit	Building	Residential	Residental New SF	4	2,426.25
Permit	Building	Standard Item	Base fee	13	975.00
Permit	Electrical	Inspection	Inspection, Additional	3	260.00
Permit	Electrical	Inspection	INSPECTION, SERVICE	2	150.00
Permit	Electrical	Inspection	NEW SF DWELLING UP TO 200 AMPS	2	550.00
Permit	Electrical	Inspection	RESI AND COMM 2 INSPECTIONS	1	140.00
Permit	Electrical	License Fee	Registration - Electrical	2	30.00
Permit	Electrical	Service	Service, 15 thru 200 amps	1	35.00
Permit	Electrical	Service	Service, 201 t0 400 amps	1	100.00
Permit	Electrical	Standard Item	A/C Unit	15	150.00
Permit	Electrical	Standard Item	Circuit	6	581.00
Permit	Electrical	Standard Item	Electrical Baseboard Heating U	1	20.00
Permit	Electrical	Standard Item	Fixture/Device	5	100.00
Permit	Electrical	Standard Item	Furnace	5	50.00
Permit	Electrical	Standard Item	FURNACE/UNIT HEATER	1	30.00
Permit	Electrical	Standard Item	Motor, 1 - 20 KVA/HP	2	30.00
Permit	Electrical	Standard Item	NEW SF DWELLING UP TO 150 AMPS	1	250.00
Permit	Electrical	Standard Item	PERMIT BASE FEE	28	2,100.00
Permit	Electrical	Standard Item	Trench	1	10.00
Permit	Mechanical	Air Handler	GENERATOR	1	85.00
Permit	Mechanical	Cooling	CENTRAL A/C UP TO 8 HP	21	945.00
Permit	Mechanical	Duct	DUCT SYSTEM OR HYDRONIC HEAT	1	25.00
Permit	Mechanical	Heating	GAS OR SOLID FUEL MANUFACT FIREP	2	50.00
Permit	Mechanical	Inspection	Inspection, Additional	2	130.00
Permit	Mechanical	Inspection	Inspection, Re-Inspection	1	65.00
Permit	Mechanical	License Fee	Registration - Mechanical	1	15.00
Permit	Mechanical	Piping	Piping, Gas, per Outlet	5	160.00
Permit	Mechanical	Standard Item	Exhaust Fans	1	32.00
Permit	Mechanical	Standard Item	FUEL BURNING EQUIPMENT	2	45.00
Permit	Mechanical	Standard Item	Permit Base Fee	30	2,250.00

Population: All Records

Transaction.DateToPostOn Between 4/1/2025 12:00:00 AM AND 4/30/2025 11:59:59 PM

Permit	Mechanical	Standard Item	Res, New SF Dwelling	4	1,000.00
Permit	Mechanical	Standard Item	Water Connected Appliance	2	16.00
Permit	Plumbing	Distribution	WATER DIS COM 1 1/4 - 1 1/2	1	25.00
Permit	Plumbing	Distribution	WATER DIS COM OVER 1 1/2	1	40.00
Permit	Plumbing	Distribution	WATER DISTRIBUTION PIPING, RES	3	30.00
Permit	Plumbing	Inspection	Inspection, Additional	4	390.00
Permit	Plumbing	License Fee	Registration - Master Plumber	1	15.00
Permit	Plumbing	License Fee	Registration - Plumbing Company	2	30.00
Permit	Plumbing	Sewer/Drain	Drain, Floor	1	24.00
Permit	Plumbing	Sewer/Drain	SEWERS, EACH	1	5.00
Permit	Plumbing	Sewer/Drain	Sump Pump	3	30.00
Permit	Plumbing	Standard Item	Fixture	5	512.00
Permit	Plumbing	Standard Item	Meter, Sprinkler	1	10.00
Permit	Plumbing	Standard Item	Meter, Water	3	30.00
Permit	Plumbing	Standard Item	Permit Base Fee	8	600.00
Permit	Plumbing	Standard Item	Stack	1	32.00
Permit	Plumbing	Standard Item	STACKS, VENTS AND CONDUCTORS	2	64.00
Permit	Plumbing	Standard Item	Water-Connected Appliance	3	24.00
Permit	Solicitors Perm	Registration Fee	Solicitors Fee	2	125.00
			Totals	**232**	**18,448.85**

Population: All Records

Transaction.DateToPostOn Between 4/1/2025 12:00:00 AM AND 4/30/2025 11:59:59 PM

MCKENNA

March 17, 2025

Board of Trustees
Holly Township
102 Civic Drive
Holly, MI 48442

Subject: Proposed Conditional Rezoning of Parcel # 01-22-476-007

Dear Board of Trustees:
We have received materials for a proposed conditional rezoning for parcel # 01-22-476-007 (no address) from Agricultural Residential District (AGRE) to the Suburban Residential (SR) district. The subject site is split zoned, located on both the east and west sides of Fagan Road, just north of Quick Road and Grange Hall Road, and is currently undeveloped. The parcel is currently zoned AGRE on the east of Fagan and SR on the west, encompassing approximately 15.19 acres. The applicant is requesting a conditional rezoning of the area to the east from AGRE to SR, and to eventually pursue a site condominium project with 6 detached single family units.

We have reviewed the conditional rezoning request for compliance with the Holly Township Zoning Ordinance, 2024 Holly Township Master Plan, Michigan Zoning Enabling Act (PA 110 of 2006 as amended), and sound planning principles. We offer the following comments for your consideration.

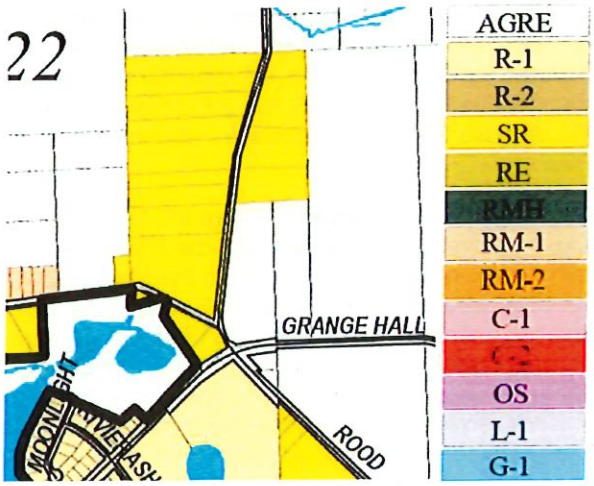
SITE CONDITIONS OVERVIEW

Current Zoning: 1.98 acres zoned SR west of Fagan

13.21 acres zoned AGRE east of Fagan

Intent of the SR District:

> *"The intent of the rural estates and suburban residential districts is to provide a district which encourage single-family residential development on larger lots than those in the R-1 and R-2 districts; to retain, preserve, and protect a predominantly open nonurban character within the township; and to reduce the need for public services to these areas because of reduced density."*



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.

Dimensional Standards (Sec. 32-104. - Schedule of regulations):

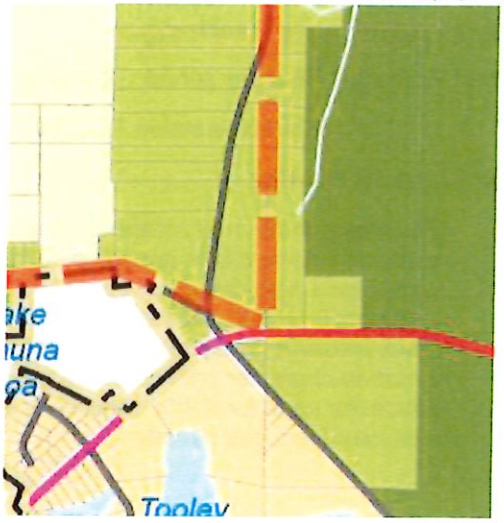
	Minimum Lot Size		Maximum Building Height		Minimum Yard Setback			Lot Area Coverage
Zoning District	Area (Acres)	Lot Width (Feet)	Stories	Feet	Front Yard [1,3] (Feet)	Side Yard [2] (Feet)	Rear Yard (Feet)	Maximum Percent/All Buildings
Single-family residential, R-1	0.5	100	2.5	30	25	10	30	20
Single-family residential, R-2	1.0	125	2.5	30	35	10	35	20
Suburban residential, SR	1.5	150	2.5	30	40	15	50	20
Rural estate, RE	2.5	200	2.5	30	50	25	50	20
Agricultural residential, AGRE	5.0	300	2.5	30	75	25	75	20

Future Land Use Classification: Low Density Residential

> *"Low Density Residential is a designation for low-density single-family neighborhoods that maintain large areas of preserved open space, though at a higher density level than the Rural Estate designation."*

Low Density Residential	
Development Type	**du / acre**
Standard Development	1:5
Cluster Development	1:2.5
Transfer Development	1:1

Excerpt from the Master Plan, page 81.



As current lot size minimum standards for the SR district are 1.5 acres, we find it appropriate that the proposed layout includes parcels of no smaller than this. Additionally, as this property is planned for the Low Density Residential designation in the Master Plan, we find that given 15.19 / 2.5 = 6 dwelling units per acre, the proposed 6 lots are consistent with the intent of the Master Plan.

Open Space Preservation: As we are taking guidance from the Cluster Development density standard from the Master Plan, and to further support the intent of both the Master Plan and SR Districts, we also note that part of Section 32-132, Cluster housing option, requires that 20% of the gross acreage in the development be devoted to open space, which shall remain in its natural state and/or be restricted for use for active and/or passive outdoor recreational purposes harmonious with peaceful, single-family residential uses in and surrounding the development, compliant with standards set forth in Section 32-155.

Concept Plan: In the plan shared by the applicant on February 10, 2025, 6 total units are shown, 1 to the west side of Fagan and 5 to the east. Areas proposed for open space preservation / environmental conservation are shown, which the applicant notes are for a 50-foot buffer along the frontage of the unit to the west of Fagan, and a 100-foot buffer along the frontage of the units to the east.

- Rural Estate
- Low Density Residential
- Neighborhood Residential

PERMITTING PROCESS

The Township's ability to process a rezoning is enabled by the Michigan Zoning Enabling Act. Thus, the Township follows the guidelines offered in PA 110 of 2006 as amended to facilitate rezonings.

We understand that the parcel in question has had all splits available per Michigan land division law. We also understand the applicant desires to further develop the parcel into a number of detached residential homes. As such, the applicant would need to pursue this development through the process and per the standards of Section 32-133 of the Holly Township Zoning Ordinance, Site condominium project regulations.

Moreover, the Township is in the process of updating its zoning ordinance to align with its recently adopted Master Plan Update, adopted in August 2024. As such, the current zoning regulations do not perfectly align with the policies of the Master Plan as it stands. To ensure the proposal aligns with the Master Plan, and to achieve the density and lot sizes the applicant desires, they are proposing a conditional rezoning. Conditional rezonings are enabled in Section 125.3405, Use and development of land as condition to rezoning, of PA 110 of 2006 as amended.

Once the site has been conditionally rezoned, the applicant will need to pursue the development of the property through the Site Condominium process as previously mentioned. Below is an overview of the permitting process as described in PA 110 of 2006 as amended and the Holly Township Zoning Ordinance:

1. Applicants present conditional rezoning proposal to Planning Commission. Planning Commission has discretion to make a recommendation that the Township Board approve, approve with conditions, or deny the proposal.
2. Applicants present conditional rezoning proposal to Township Board. Township Board has discretion to approve, approve with conditions, or deny the proposal.
3. Apply for a Site Condominium development subject to Section 32-133 of the Zoning Ordinance, which defines procedures as:

1) Preliminary approval.

a. A site plan pursuant to the standards and procedures set forth in article VI of this chapter shall be submitted to the planning commission for preliminary review.

b. If the site plan conforms in all respects to applicable laws, ordinances and design standards, preliminary approval shall be granted by the planning commission.

c. If the site plan fails to conform, the planning commission shall either deny the application, or grant preliminary approval with conditions, provided such conditions are met before final approval.

2) Final approval.

a. Following preliminary approval, the applicant shall submit the condominium documents to the township for the review by the township attorney and other appropriate staff and consultants. The condominium documents shall be reviewed with respect to all matters subject to regulation by the township including, without limitation: ongoing preservation and maintenance of drainage, retention, wetland and other natural and/or common area; maintenance of private roads, if any; and maintenance of stormwater, sanitary, and water facilities and utilities.

b. Following receipt of preliminary approval, the applicant shall also submit a final site plan and engineering plans in sufficient detail for the township, to determine compliance with applicable

laws, ordinances and design standards for construction of the project. The township shall submit engineering plans to the township engineer and planner for review.

c. *Upon completion of the review of the condominium documents and engineering plans and receipt of the recommendations and findings from the township attorney, engineer and planner, the site plan shall be submitted to the planning commission for final review.*
d. *If the site plan, condominium documents and/or engineering plans conform in all respects to applicable laws, ordinances and design standards, final approval shall be granted by the planning commission.*
e. *If the site plan, condominium documents and/or engineering plans fail to conform, final approval shall be denied by the planning commission.*
f. *In the interest of ensuring compliance with this chapter and protecting the health, safety and welfare of the residents of the township, the planning commission, as a condition of final approval of the site plan, shall require the applicant to deposit a performance guarantee as set forth in section 32-36 for the completion of improvements associated with the proposed use.*

This review pertains specifically to the first step in the process laid out above. The applicant must still apply for a Site Condominium development and obtain an approved site plan to develop the site as shown in the concept plan included with this application.

REZONING ANALYSIS

As a Conditional Rezoning, opposed to a conventional rezoning, the applicant has offered a number of conditions which would apply to the site, should the Township approve the request. The conditions were offered by the applicant without being solicited by the Township. In the narrative received February 18, 2025, the applicant offered the following conditions for proposed rezoning:

- Future lots developed will be a minimum of 1.5 acres
- Lots will be developed as single-family detached dwelling units with a minimum dwelling size of 1,200 square feet
- Existing vegetation along property lines will be preserved as shown on the concept plan included in the application, with a minimum of 3.04 acres preserved through an environmental conservation easement

The Planning Commission's responsibility is to hold a public hearing and make a recommendation for the rezoning proposal to the Township Board. The Township has used the following questions (bolded) in the past to evaluate the rezoning application's appropriateness. <u>These questions are meant to help the Planning Commission evaluate whether the rezoning is appropriate; they are not standards that must be met for approval</u>.

1. **Is the requested rezoning consistent with the goals, policies and future land use map of the Master Plan? Or, has applicant demonstrated conditions have changed significantly since the Master Plan was developed, and request is demonstrably consistent with the development trends in the area?**

   The proposed rezoning is generally consistent with the Master Plan. The existing zoning is split between SR to the west of Fagan and AGRE to the east. The Future Land Use designation for the entire parcel is Low Density residential. Rezoning the property to the SR zoning district would not necessarily align directly with

the Zoning Plan, which lists the Rural Estate District as corresponding to the Low Density Residential designation.

However, the Master Plan notes that the recommended density for Low Density Residential is 1 unit per 2.5 acres for a cluster development, which the proposal aligns with. Additionally, the offered condition of environmental conservation further aligns with the policies in the Master Plan of natural feature preservation. While the Zoning Plan does not exactly align, we find that the conditions offered in the proposal ensure alignment with the overall goals and policies of the Master Plan and would allow the parcel to develop harmoniously with other the single-family residential uses in the area.

The existing land use, current zoning, and Master Plan future land use designations for the subject site and for the surrounding parcels is provided in the following table as a reference.

Location	Existing Land Use	Current Zoning	Future Land Use Designation
Subject Site	Undeveloped	AGRE Agricultural Residential to the east; SR Suburban Residential to the west	Low Density Residential
North	Single-Family Home	SR Suburban Residential	Low Density Residential
East	Undeveloped	AGRE Agricultural Residential	Low Density Residential
West	Single-Family Home	SR Suburban Residential	Low Density Residential

2. **Are the site's physical, geological, hydrological and other environmental features compatible with the host of uses permitted in the proposed zoning district, especially for sites without public utilities?**

   Development of the single-family residential uses permitted in the Rural Estate district would have limited impact on the geological and environmental features. Additionally, with the conditions offered by the applicant, at least 20% of the site would be preserved in perpetuity with an environmental conservation easement.

3. **Are all the potential uses allowed in the proposed zoning district compatible with surrounding uses in terms of land suitability, density of use, environmental impacts, nature of use, traffic impacts, aesthetics, infrastructure and maintenance of property values.**

   Yes, given that the Future Land Use plan calls for the site to eventually align with the Rural Estate District, and that the permitted uses for the Rural Estate and Suburban Residential are the same, we find that uses are suitable and similar to those that are otherwise permitted. Additionally, if the request is approved, with the conditions offered by the applicant along with the proposed concept plan, the intensity of the site shall restricted to no more than 6 lots.

4. **Has the applicant demonstrated that he/she cannot receive a reasonable return on investment through developing the property with at least one (1) of the uses permitted under the current zoning?**

   We do not feel this question is applicable as the proposed zoning is consistent with the Future Land Use designation, and both the current and proposed zoning are primarily for single-family residential use only.

5. **Is the capacity of the infrastructure and municipal services, including public schools, adequate to accommodate the uses permitted in the requested zoning district without compromising the "health, safety and public welfare"?**

   We believe that municipal services adequately accommodate uses permitted.

6. **Is there evidence of demand for additional land uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to meet the demand?**

   Relatively little land is currently zoned Suburban Residential within the Township. Rezoning the parcel to the Suburban Residential designation would align the Master Plan and Zoning Ordinance in the manners previously stated.

7. **Is the rezoning necessary to avoid exclusion of a lawful land use?**

   The proposed rezoning has no bearing on the supply of land for lawful land uses.

8. **Is the rezoning establishing a desirable zoning trend policy for similar or identical lands?**

   The proposed rezoning would move the parcel zoning closer to the future land use map, while permitting similar uses to those that exist in the vicinity. This would be a desirable trend for similar parcels to follow where the development style is appropriate.

9. **Are the boundaries of the requested rezoning reasonable in relationship to surroundings and ability to meet the dimensional regulations in the zoning ordinance?**

   The surrounding areas to the north, south, and west of the site are generally developed in a similar fashion as proposed in the concept plan. The minimum lot width in the Suburban Residential district is 150-feet. In the concept plan included with the application, each of the proposed 6 lots meet this requirement. Additionally, the minimum lot size is 1.5 acres, which all of the proposed lots exceed. Therefore, we believe the rezoning is appropriate because the dimensional requirements of the proposed zoning are not only met but exceed.

10. **If a rezoning is appropriate, is the requested zoning district more appropriate from the community's perspective than even some other zoning district?**

    As previously stated, the existing zoning is split between SR to the west of Fagan and AGRE to the east. The Future Land Use designation for the entire parcel is Low Density residential, which has a corresponding district of Rural Estate in the Zoning Plan. However, the Suburban Residential district is listed in the same section pertaining to intent and permitted uses as Rural Estate. The primary difference between the RE and SR districts in the current zoning are the dimensional standards. To achieve the proposed density, which is in alignment with the Low Density Residential designation in the Master Plan, the property would need to be zoned SR, versus RE. We find that due to the compatibility of the RE and SR districts, and alignment with the Master Plan, that the SR district is the most appropriate for this site.

11. **If the request is to permit a specific use, is rezoning the land (changing the map) more appropriate than amending the list of permitted or special land uses in the current zoning district to allow the use changing the text?**

    Both the existing and proposed district primarily permit single-family residential uses, which is what the applicant is proposing. Any use not permitted by right in the proposed district will require a separate application and review by the Planning Commission. Moreover, as a Conditional Rezoning, the applicant has offered the condition that the site be developed as no more than 6 lots, which results in a density that is in alignment with the guidance of the Master Plan.

12. **Does the requested zoning correct an error in the zoning map? or zoning text?**

    No, the rezoning is not necessary to correct a zoning map or text error.

RECOMMENDATION

As the findings above dictate, the requested rezoning is compatible with the Township Master Plan, existing land uses and the intent and purpose of the Zoning Ordinance. The Planning Commission held the required public hearing at its meeting on March 12th, 2025, during which several neighbors spoke. Several of them noted that they had no issue or concern with the proposal but inquired about the process to hook into gas lines, which while unrelated to the request, was addressed by the Township Clerk. The Commission also asked questions about the legal requirements that will be placed upon the applicant and voted to recommend that the Board approve this request.

After discussion, the Planning Commission determined it was appropriate to recommend approval of the proposed rezoning with rezoning conditions offered by the applicant. We find the Planning Commission's recommendation to approve the conditional rezoning appropriate and recommend the Township Board approve the request, specifying the tentative conditions and directing the township attorney to work with the applicant in the development of a proposed Conditional Rezoning Agreement.

To assist the Board in taking such action, we have provided the following example motion for your consideration:

> ***I move to approve the conditional rezoning request from the AGRE, Agricultural Residential district to the SR, Suburban Residential district for Parcel ID # 01-22-476-007, based on the findings of fact in the Township Planner report dated March 17, 2025 based on the Planning Commission's recommendation to approve the request on March 12, 2025, based on the findings of fact in the Township Planner report dated March 4, 2025.***

If you have any questions regarding this case, please do not hesitate to contact us.

SUBJECT TO APPROVAL OF A CONDITIONAL REZONING AGREEMENT

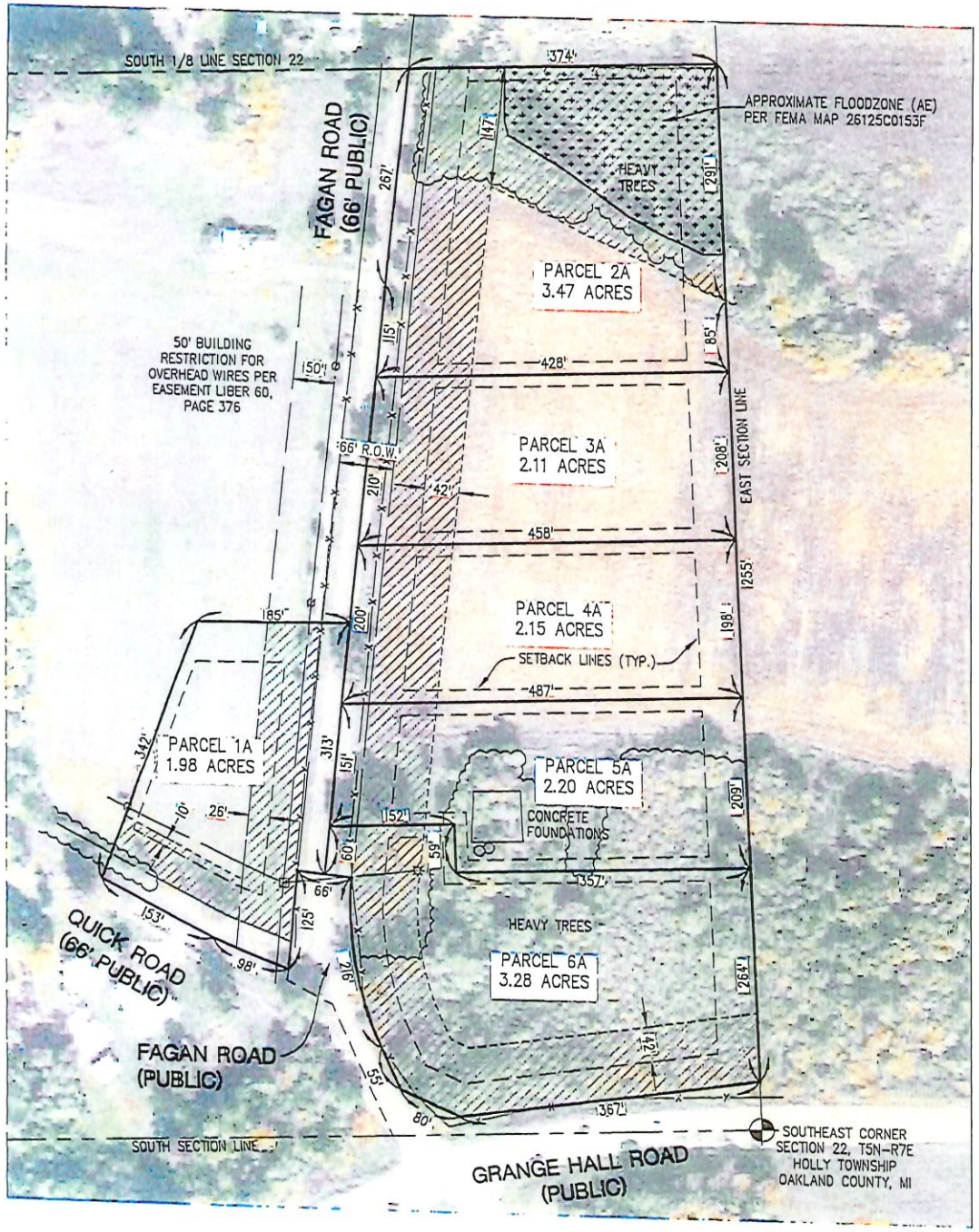
Respectfully submitted,

McKENNA

Alexis Farrell

Alexis Farrell
Senior Planner

Cc: John Jackson, AICP, President



ISAAC PARCEL PRELIMINARY LAYOUT FOR CONDITIONAL REZONING SECTION 22 , HOLLY TWP. PARCEL ID#01-22-476-007

N

PREPARED BY ROWE PROFESSIONAL SERVICES COMPANY

JOB NUMBER: 2300633
DATE 2/17/25

ZONING REQUIREMENTS

SUBURBAN RESIDENTIAL
MINIMUM LOT SIZE – 1.50 ACRES
MINIMUM FRONTAGE – 150'
SETBACKS:
FRONT 40'
SIDE 15'
REAR 50'

ZONING INFORMATION

PARENT PARCEL = 15.19 ACRES

20% GREENBELT ACREAGE REQUIREMENT FOR CLUSTER DEVELOPMENT = 3.04 ACRES

= PROPOSED GREENBELT AND CONSERVATION EASEMENT = 3.16 ACRES (OUTSIDE OF FRONT SETBACK)

PRELIMINARY LAYOUT - NO TOPOGRAPHIC SURVEY OR SITE ENGINEERING HAS BEEN COMPLETED AT THE TIME OF THIS SUBMITTAL

Outlook

RE: Isaac property - cemetery issue

From Henry Horton <HHorton@rowepsc.com>
Date Fri 5/9/2025 9:31 AM
To Karin Winchester <clerk@hollytownship.org>; Michael Isaac <michael.martin.isaac@gmail.com>
Cc John Jackson <JJackson@mcka.com>; Alexis Farrell <afarrell@mcka.com>; Lisa J. Hamameh <lhamameh@rsjalaw.com>

1 attachment (1 MB)
cemetary info fagan and g hall.pdf;

Good morning,
In reference to the Cemetery question. A review was completed of the attached documents, which defines the location of the cemetery description as being in the SW1/4 of Section 23. Mr. Isaac's property is only located in the SE1/4 of Section 22.

After reviewing historical photos and current physical evidence, nothing was found related to a cemetery use on Mr. Isaac's property. This supports the described location on the deed document.

Based upon these two items, we are moving forward that the historic cemetery is not located on Mr. Isaac's property and no adjustments are needed to the conservation area in that regard.

Please inform us if there needs to be any further clarification to move the rezoning request forward.
Thank you.

Henry B. Horton, PS | Associate | Senior Project Manager
ROWE Professional Services Company
ENR Top 500 Design Firm

O: (810) 664-9411 | C: (810) 444-5447
128 N. Saginaw Street | Lapeer, MI 48446
www.rowepsc.com

From: Karin Winchester <clerk@hollytownship.org>
Sent: Monday, April 14, 2025 11:09 AM
To: Michael Isaac <michael.martin.isaac@gmail.com>
Cc: John Jackson <JJackson@mcka.com>; Alexis Farrell <afarrell@mcka.com>; Henry Horton <HHorton@rowepsc.com>; Lisa J. Hamameh <lhamameh@rsjalaw.com>
Subject: [EXTERNAL]: Re: Quit claim deed issue

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

Michael,
You are on the agenda because it is now old business but we will not be discussing it this month. We do not have new drawings for the conservation area that you were going to include the cemetery in. I did forward the information to our Attorney about the road but it was not in time for her complete the conditional rezoning agreement to go in the agenda, but the cemetery is still an open it as well. I am not clear on whether she needs language on the cemetery or it just has to be identified and added to the conservation area.

Alexis, please chime in if you have more to add or correction to the status.

Karin

Karin S. Winchester, MMC

Clerk/Zoning Administrator

Holly Township

102 Civic Drive

Holly, MI 48442

248-634-9331 Ext. 301

From: Michael Isaac <michael.martin.isaac@gmail.com>
Sent: Monday, April 14, 2025 10:58 AM
To: Karin Winchester <clerk@hollytownship.org>
Cc: John Jackson <JJackson@mcka.com>; Alexis Farrell <afarrell@mcka.com>; Henry Horton <HHorton@rowepsc.com>
Subject: Quit claim deed issue

Karin,

Did Henry's previous email resolve this issue? Are we still on track for the meeting this Wednesday?

WARRANTY DEED—SHORT FORM (1) LIBER 9269

Received for Record this [illegible] day of [illegible] A.D. 19[illegible] at [illegible] o'clock [illegible] M.
(as a proper certificate was furnished in compliance with Section 3957, Compiled Laws of 1897)
[illegible] Register of Deeds

Edward H. Harbridge
TO
Lewis L. Mitchell et al

This Indenture, Made this 7th day of September in the year of our Lord one thousand nine hundred and twelve

BETWEEN Edward H. Harbridge and Clarissa L. Harbridge his wife of Lilley, Michigan, parties of the first part, and Lewis L. Mitchell and Ida M. Mitchell, husband and wife, parties of the second part.

WITNESSETH, That the said parties of the first part, for and in consideration of the sum of Four Thousand DOLLARS to them in hand paid by the said parties of the second part, the receipt whereof is hereby confessed and acknowledged, do by these presents grant, bargain, sell, remise, release, alien and confirm unto the said parties of the second part, and their heirs and assigns forever, All that certain piece or parcel of Land, situate and being in the Township of [illegible] County of Oakland, and State of Michigan, and described as follows, to-wit:

The [illegible] quarter of the [illegible] quarter of section (2) [illegible] containing [illegible] acres more or less [illegible] Also land commencing at the [illegible] Twenty-two, thence running West on section line [illegible] road to a point in the center of the road [illegible] nearly on the East quarter of the East quarter of section (2-3) Twenty-two, thence running North along [illegible] of the road to the North line of said East quarter of the East quarter of sec. (2-3) Twenty-two, thence running [illegible] subdivision line to the section line [illegible] two. and (2-3) Twenty-three, thence South to [illegible] on the last description (1.5) Fifteen acres [illegible] containing in both description (55) Fifty-five [illegible] Also All Lying in Section (5) Five North of [illegible] West [illegible]

Together with all and Singular, The hereditaments and appurtenances thereunto belonging or in anywise appertaining, To Have and to Hold the said premises, as above described, with the appurtenances, unto the said parties of the second part and to their heirs and assigns, Forever. And the said Edward H. and Clarissa L. Harbridge parties of first part, for themselves their heirs, executors and administrators, do covenant, grant, bargain and agree to and with the said parties of the second part, their heirs and assigns that at the time of the ensealing and delivery of these presents they are well seized of the above granted premises in fee simple, that they are free from all incumbrances whatever, and that they will and their heirs, executors and administrators shall WARRANT AND DEFEND the same against all lawful claims whatsoever.

They further mutually agree that [illegible] have [illegible] of the within described [illegible]

In Witness Whereof, The said parties of the first part have hereunto set their hands and seals the day and year first above written.

Signed, Sealed and Delivered in Presence of

T. Lawrence Partridge
B. A. Williams

Edward H. Harbridge (Seal)
Clarissa L. Harbridge (Seal)

STATE OF MICHIGAN, } ss.
COUNTY OF Oakland } On this 7th day of September in the year one thousand nine hundred and twelve before me, a Notary Public in and for said County, personally appeared Edward H. Harbridge and Clarissa L. Harbridge to me known to be the same persons described in and who executed the within instrument, who acknowledged the same to be their free act and deed.

My commission expires May 2nd 1916

[illegible] Notary Public
Oakland County, Mich.

BETWEEN Edward H. Harbridge and Emma L. Harbridge, his wife, of Lyons, Michigan, parties of the

and Lewis L. Mitchell and Ida M. Mitchell, husband and wife, of Lyons, parties of the sec

WITNESSETH, That the said parties of the first part, for and in consideration of the sum of

Three Thousand

to them in hand paid by the said parties of the second part, the receipt whereof is hereby confessed and acknowledged, do

presents grant, bargain, sell, remise, release, alien and confirm unto the said parties of the second part, and their heirs and assigns

All that certain piece or parcel of Land, situate and being in the Township of Lyons

County of Oakland, and State of Michigan, and described as follows, to-wit:

The southwest quarter of the southwest quarter of section (23) Twenty three, excepting about one fourth of an acre for cemetery purposes now located. Also land commencing at the S.E. corner of section Twenty two, thence running West on section line to the road to a point in the center of the road running North nearly on the S.E. quarter of the S.E. quarter of section (22) Twenty two, thence running North along the center of the road to the North line of said S.E. quarter of the S.E. quarter of sec. (22) Twenty two, thence running East on subdivision line to the section line, thence along said section line (22) Twenty two and (23) Twenty three, thence South to place of beginning, with the last description (1.5) Fifteen acres more or less, containing in both descriptions (55) Fifty five acres. All being in Town (5) Five North of Range (8) Eight East, Michigan

Together with all and Singular, The hereditaments and appurtenances thereunto belonging or in anywise appertaining; **To Have and** the said premises, as herein described, with the appurtenances, unto the said parties of the second part and to their assigns, **Forever.** And the said

Edward H. and Emma L. Harbridge

parties of first part, for themselves their heirs, executors and administrators, do covenant, bargain and agree to and with the said parties of the second part, their heirs and assigns, that at the time of the ensealing and delivery of these presents they are well seized of the above granted premises in fee simple, that they are free from all incumbrances

and that they will, and their heirs, executors and their administrators, shall WARRANT AND DEFEND against all lawful claims whatsoever.

The husband and wife hereby expressly release and waive their respective rights of dower and homestead in the premises hereby conveyed.

In Witness Whereof, The said parties of the first part have hereunto set their hand and seal, the day and year first above

Signed, Sealed and Delivered in Presence of

M. Emma Pringle

E. A. Allison

Edward H. Harbridge

Emma L. Harbridge

STATE OF MICHIGAN, } ss.
COUNTY OF Oakland

On this 7th day of September in the year one thousand nine hundred and twelve, before me, a Notary Public in and for said County, personally appeared

Edward H. Harbridge and Emma L. Harbridge husband and wife

to me known to be the same persons described in and who executed the within instrument, who acknowledged the same their free act and deed.

My commission expires February 3rd 1915

Notary Public, County

containing in both descriptions
lots all being in Town (5) Three N
Michigan

Together with all and Singular, The hereditaments and appurte
the said premises, as herein described, with the appurtenan
assigns, FOREVER. And the said
Edward H and Emma H
part ies of first part, for themselves heirs,
bargain and agree to and with the said part ies of the second part
these presents they are well seized of the above

and that they will and their heirs, executors
against all lawful claims whatsoever.
this they have hereunto set their
hand and seal this

In Witness Whereof, The said part ies of the first part hav

Signed, Sealed and Delivered in Presence of

Florence Pierce
E A Williams

STATE OF MICHIGAN, } ss.
COUNTY OF Oakland } On this 1st
hundred and twelve before me, a Notary Public in and
Edward H Hartbridge and E

to me known to be the same person s described in and who executed t
their free act and deed.

My commission expires Feby 2nd 1915

WARRANTY DEED—SHORT FORM—(1) LIBER 2[illegible]

Received for Record this [illegible] day of [illegible]
(as a proper certificate was furnished in compliance with Section 39
[illegible]

Edward H Hardridge
TO
Lewis L Mitchell et al

This Indenture, Made this [illegible]
in the year of our Lord one thousand nine hundred and [illegible]

BETWEEN Edward H Hardridge and Louisa L Hardridge of Ferndale, Michigan, parties
and Lewis L Mitchell and Ida M Mitchell, husband [illegible]

WITNESSETH, That the said parties of the first part, for and in consideration of the sum of [illegible]
to them in hand paid by the said parties of the second part, the receipt whereof is hereby confessed [illegible]
presents grant, bargain, sell, remise, release, alien and confirm unto the said parties of the second part, and [illegible]
All that certain piece or parcel of Land, situate and being in the Township [illegible]
County of Oakland, and State of Michigan, and described as follows, to-wit:

The S-west quarter of the S-west quarter of Sec
twenty, four, one fourth of an acre for cemetery
now located. Also land commencing at the S-E
twenty two thence running West on section line
road to a point in the center of the road nearest
nearest to the S-East quarter of the S-East quarter
section (22) Twenty two, thence running North
of the road to the North line of said S-East
S-East quarter of Sec. (22) Twenty two thence
subdivision line to the section line adjoining
two. and (23) Twenty three, thence South to follow
in the last description (15) Fifteen acres
containing in said description (55) Fifty five
Acs All being in Town (5) Five North Range
Michigan

Together with all and Singular, The hereditaments and appurtenances thereunto belonging or in anywise
the said premises, as herein described, with the appurtenances, unto the said parties of the seco
assigns, **Forever.** And the said
Edward H and Louisa H Hardridge
parties of first part, for themselves their heirs, executors, and
bargain and agree to and with the said parties of the second part, their heirs and assigns, that at
these presents they are well seized of the above granted premises in fee simple, that they

LIBER 252

Received for Record this ..... day of April A.D. 19[illegible] at ..... o'clock ..... M.
(as a proper certificate was furnished in compliance with Section 3957 Compiled Laws of 1897)
..... Register of Deeds.

This Indenture, Made this 7th day of [illegible]
in the year of our Lord one thousand nine hundred and [illegible]
[illegible] Harbridge and Emma L. Harbridge [illegible]
[illegible] of the first part,
[illegible] and Ida M. Mitchell, husband and wife [illegible]
parties of the second part,

[illegible] of the first part, for and in consideration of the sum of ..... Dollars
[illegible]
said part[illegible] of the second part, the receipt whereof is hereby confessed and acknowledged, do [illegible] by these
[illegible]ase, alien and confirm unto the said part[illegible] of the second part, and [illegible] heirs and assigns, forever,
[illegible]ece or parcel of Land, situate and being in the [illegible] of [illegible]
[illegible]gan, and described as follows, to-wit:

[illegible]tion of the Southwest quarter of Section (23) [illegible]
[illegible] fourth of an acre for Cemetery purposes [illegible]
[illegible] and commencing at the S.E. [illegible]
[illegible] running West on Section line [illegible]
[illegible] the center of the roadway [illegible]
[illegible] East quarter of the S.E. East quarter [illegible]
[illegible]ty two, thence running North [illegible]
[illegible] North line of said S.E. East quarter [illegible]
[illegible] of Sec. (23) Twenty two thence running East [illegible]
[illegible] to the Section line dividing [illegible]
[illegible] thence South to place of beginning [illegible]
[illegible]ption (15) Fifteen acres [illegible]
[illegible] description (55) Fifty five [illegible]
[illegible] Four (5) Five North of range [illegible]

[illegible], The hereditaments and appurtenances thereunto belonging or in anywise appertaining; To Have and to Hold
[illegible] described, with the appurtenances, unto the said part[illegible] of the second part and to [illegible] heirs and
[illegible]

[illegible] E. Emma H. Harbridge [illegible] administrators, do [illegible] covenant, grant,
[illegible] heirs, executors and [illegible]
[illegible]d part[illegible] of the second part, [illegible] heirs and assigns, that at the time of the ensealing and delivery of
[illegible] well seized of the above granted premises in fee simple; that they are free from all incumbrances whatever
[illegible]

WARRANTY DEED—Individual (1) LIBER 759

Received for Record this 6 day of [illegible] A.D. 1915 at [illegible] o'clock [illegible] M.
(as a proper certificate was furnished in compliance with Section 3957 Compiled Laws of 1897)
[illegible] Register of Deeds

Edward H Harbridge
TO
Wife

Lewis L Mitchell

This Indenture, Made this 7th day of [illegible]
in the year of our Lord one thousand nine hundred and [illegible]

BETWEEN Edward H Harbridge and Clarissa L Harbridge of Lyons, Michigan, parties of the first part,
and Lewis L Mitchell and Ida M. Mitchell, husband and wife parties of the second part,

WITNESSETH, That the said parties of the first part, for and in consideration of the sum of
Four Thousand Dollars
to them in hand paid by the said parties of the second part, the receipt whereof is hereby confessed and acknowledged, do by these presents grant, bargain, sell, remise, release, alien and confirm unto the said parties of the second part, and their heirs and assigns Forever,
All that certain piece or parcel of Land, situate and being in the Township of [illegible]
County of Oakland, and State of Michigan, and described as follows, to-wit:

The S. west quarter of the S. west quarter of section [illegible] reserving a strip one rod wide for cemetery purposes now located. Also land commencing at the S. E. corner of section twenty two, thence running West on section line [illegible] rod to a point in the center of the road running [illegible] through the S. East quarter of the S. East quarter of section (2-3) Twenty two, thence running North [illegible] of the road to the North line of said S. East quarter of the S. East quarter of sec. (2-3) Twenty two, thence [illegible] subdivision line to the section line dividing [illegible] two and (2-3) Twenty three, thence S. to the S. E. corner of the premises [illegible] in the East description (1.5) Fifteen acres [illegible] containing in both description (55) Fifty five acres All being in Town (5) Five North of Range [illegible] Michigan

Together with all and Singular, The hereditaments and appurtenances thereunto belonging or in anywise appertaining. To Have and to Hold the said premises, as described, with the appurtenances, unto the said parties of the second part and to their heirs and assigns, Forever. And the said
Edward H and Clarissa Harbridge
parties of first part, for themselves heirs, executors and administrators, do covenant, grant, bargain and agree to and with the said parties of the second part, their heirs and assigns, that at the time of the ensealing and delivery of these presents they are well seized of the above granted premises in fee simple, that they are free from all incumbrances whatever,

and that they will and their heirs, executors and administrators shall WARRANT AND DEFEND the same against all lawful claims whatsoever.

We hereby mutually agree that [illegible] have [illegible] of the within [illegible]

In Witness Whereof, The said parties of the first part have hereunto set their hand and seal the day and year first above written.

Signed, Sealed and Delivered in Presence of

Florence Pounds
E. A. Wilson

Edward H Harbridge (L.S.)
Clarissa L Harbridge (L.S.)
(L.S.)
(L.S.)

STATE OF MICHIGAN, } ss.
COUNTY OF Oakland } On this 7th day of September in the year one thousand nine hundred and twelve, before me, a Notary Public in and for said County, personally appeared Edward H Harbridge and Clarissa L Harbridge

to me known to be the same persons described in and who executed the within instrument, who they acknowledged the same to be their free act and deed.

My commission expires May 3rd 1916

[illegible] Notary Public
[illegible] County, Michigan

Outlook

May Agenda Item Request

From Amy Hillman <assistantsupervisor@hollytownship.org>
Date Wed 5/14/2025 2:21 PM
To Karin Winchester <clerk@hollytownship.org>
Cc Supervisor <supervisor@hollytownship.org>; Jenn Ryan <treasurer@hollytownship.org>; Lisa J. Hamameh <lhamameh@rsjalaw.com>

Hello,

I am requesting an addition to the May agenda for the approval of funds for the use of the legal team for zoning enforcement within the Grange Hall Rd/Fish Lake Rd. Overlay. This must be approved for the Township attorney to move forward with forcing compliance.

3075 Grange Hall Rd (C-2) Austin's Collision

1. Operating outside of approved site plan
2. Accumulation of blight and blight factors
3. Use of truck box as an accessory storage building

- Please note that this letter has been presented to an attorney by the parcel owner. The attorney did contact the Code Enforcement office to ascertain the situation. At that time, they had not been retained as counsel.

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3175 Grange Hall Rd (Limited Industrial) Michigan Recycled Aggragates

1. Recently purchased this property from Roger Studley
2. Owner has not obtained an approved site plan or submitted a site plan for approval
3. Outdoor storage of heavy machinery on a vacant parcel
4. Outdoor storage of blight accumulation

- Please note that this owner was made aware of these requirements prior to purchasing the property, immediately after the arrival of the heavy machinery by phone, and by letter.

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Thank you,

Amy N. Hillman
Code Enforcement
Assistant to the Supervisor
Holly Township
102 Civic Dr.
Holly, MI 48442
Phone: 248-634-9331 ext. 307
Fax: 248-634-5482

HOLLY TOWNSHIP

"UP NORTH IN OAKLAND COUNTY"

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

April 24, 2025

MCCONNELL, KENNETH
3075 GRANGE HALL RD
HOLLY, MI 48442-1058

Re: Ordinance Violation

Dear MCCONNELL, KENNETH,

On 04/17/2025 an inspection was made of your commercial property located at 3075 GRANGE HALL RD: I-01-28-301-008. This is the latest in a series of inspections made of the Grange Hall/Fish Lake Rd Overlay district.

Specifically, I noted the current operation does not conform with the approved site plan on file. This office would like to solicit your cooperation and community spirit in correcting the violation by contacting the Zoning Administrator regarding compliance, on or before ten days from the date of this letter. If this date is inconvenient or if you should have any questions regarding this matter, please call between 9am – 4pm on Monday – Thursday.

Thank you for your cooperation.

Amy N. Hillman, Code Enforcement Officer

Cc: Township Supervisor
Township Clerk

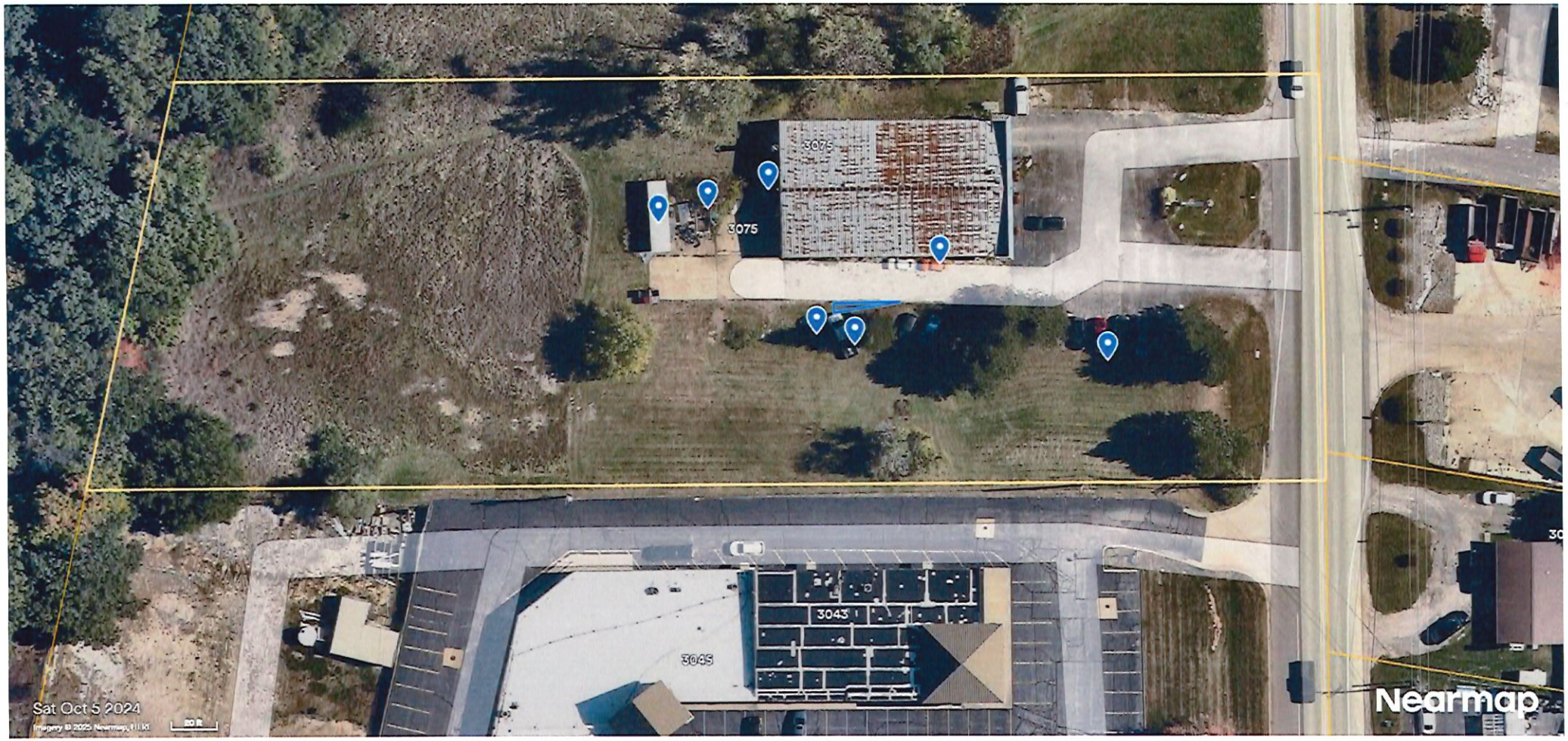

2 & 3
1
TACOMA
04/17/2025


4
2
3
EHD 5217
SUPER DUTY
04/17/2025


4
04/17/2025


04/17/2025


04/17/2025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Imagery © 2025 Nearmap, 111 Kt
Nearmap

HOLLY TOWNSHIP

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January 08, 2025

GARY CONKLIN
13489 HESS RD
HOLLY, MI 48442

Re: Ordinance Violation

Dear MR. GARY CONKLIN,

On 01/08/2025 an inspection was made of your property located at 3175 GRANGE HALL RD: I-01-28-301-009. This inspection revealed an apparent violation of the Holly Township Code of Ordinances, Sec. 32-102 Limited Industrial District (LI).

Specifically, I noted the outdoor storage of heavy machinery on a vacant parcel within the Limited Industrial District Zoning. It must also be noted that this parcel does not currently have an approved site plan for operation. This office would like to solicit your cooperation and community spirit in correcting the violation by removing all outdoor storage of heavy machinery, landscaping materials, vehicles, etc. on or before ten days from date of letter. If this date is inconvenient or if you should have any questions regarding this matter, please call between 9am – 4pm on Monday – Thursday.

Thank you for your cooperation.

_____

Amy N. Hillman, Code Enforcement Officer

Cc: Township Supervisor
Township Clerk

HOLLY TOWNSHIP

"UP NORTH IN OAKLAND COUNTY"

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

April 22, 2025

MICHIGAN RECYCLED AGGREGATES LLC
13489 HESS RD
HOLLY, MI 48442-8865

Re: Ordinance Violation

Dear MICHIGAN RECYCLED AGGREGATES LLC,

NOTICE IS HEREBY GIVEN that premises owned or controlled by you at 3175 GRANGE HALL RD I -01-28-301-009, continues to violate the Township (cite ordinance). The inspection conducted on April 17, 2025 revealed an apparent violation of the Holly Township Code of Ordinances, Sec. 32-102 Limited Industrial District (LI).

Specifically, I noted the outdoor storage of heavy machinery on a vacant parcel within the Limited Industrial District Zoning. At this time, this parcel does not have an approved site plan for operation. Enclosed you will find another copy of the Holly Township Code of Ordinances Article VI. Site Plan Review and Section 32-102 Limited industrial District.

On January 8, you were notified by this office that you were in violation of the Holly Township Code of Ordinances. Our records show that you were made aware of the nature of your violation, the action necessary to correct the violation, and that you were given ample time to remedy the violation. Another inspection was made of your property on date. That inspection revealed that the necessary action had not been taken.

VIOLATION(s) NOTED: the outdoor storage of commercial equipment without an approved site plan in a Limited Industrial(LI) district

REMEDIAL ACTION REQUIRED: removal of all outdoor storage from this vacant parcel

YOU ARE HEREBY DIRECTED TO INSTITUTE REQUIRED ACTION WITHIN SEVEN (7) DAYS FROM THE DATE OF THIS NOTICE, AFTER WHICH DATE ACTION WILL BE INSTITUTED TO FORCE COMPLIANCE. Please feel free to contact this office for assistance in clarifying the violations or penalties involved in this matter at 248-634-9331 x307 – 9am – 4pm on Monday – Friday.

_____

Amy N. Hillman, Code Enforcement Officer
Cc:. Township Attorney Lisa Hamameh


3175
3122
3075
Sat Oct 5 2024
Imagery © 2025 Nearmap, HERE
20 ft
Nearmap

01/08/2025


Link-Belt
01/08/2025


WARNING
24 HOUR
VIDEO
SURVEILLANCE
04/17/2025

HOLLY TOWNSHIP PARKS

"UP NORTH IN OAKLAND COUNTY"

5142 EAST HOLLY ROAD
HOLLY, MI 48442
(248) 634-1758
hollytwpparks.org

May 6, 2025

Honorable Holly Township Supervisor George A. Kullis, and
Honorable Officials of the Holly Township Board of Trustees
102 Civic Dr.
Holly, MI 48442

Recommended Budget for Holly Township Parks and Recreation FY 2025/2026

Dear Honorable Holly Township Supervisor and Board of Trustees:

On behalf of the Holly Township Parks and Recreation Commission, for your review and approval, attached is the recommended budget for FY 2025/2026 from the Holly Township Parks and Recreation Commission.

The total recommended budget for FY 2025/2026 is $245,900, which represents an increase of 12.9% over last year's budget ($217,781).

We recognize the significant role that Parks and Recreation services play in enhancing the quality of life in our community. Our commitment to maintaining and improving these essential services is reflected in the recommended budget for fiscal year 2025/2026. This budget allocates funds to ensure the continued enjoyment, safety, and accessibility of our parks and recreational facilities.

The recommended budget addresses current operating priorities, fiscal prudence, and our commitment to delivering quality services to our community.

Funding Allocation

For FY 2025/2026, we have carefully planned our budget to address the following key areas:

- Maintenance and Upgrades: Ensuring that existing parks and facilities are well-maintained, safe, and well equipped. The following projects are recommended:
    - $30,000 for continued road and drainage improvements,

- $28,500 for various park repairs, and
- $5,000 for park beach repairs.

- Community Programs: Expanding recreational programs and activities to promote health, wellness, and social engagement. These programs will include sports leagues, fitness classes, cultural events, and educational workshops. A total of $10,500 was budgeted for the development of a new website, educational programing, and concession sales.

- Capital outlay: A total of $29,000 was allocated for a new park vehicle to help maintain and transport materials, trash and equipment.

- Administrative Services: A total of $7,000 was allocated for legal services for administrative assistance, review of contracts and development of administrative policies.

The recommended budget for fiscal year 2025/2026 is a testament to our commitment to providing exceptional parks and recreational services. It is a balanced budget that meets the immediate needs and ensures that we continue to thrive and prosper.

We appreciate the Board's partnership and support in our shared mission. Thank you for your consideration of this recommended budget. We welcome the opportunity to discuss this further and continue working together.

Sincerely,

Mary Blanchard

Mary Blanchard
Manager, Holly Township Parks & Recreation

CC: Holly Township Parks and Recreation Commission:
Jane Bais DiSessa, Chair, Commissioner
James Wright, Vice Chair, Commissioner
Cindy Earl, Secretary, Commissioner
Joe Hutchins, Commissioner
Jeffrey Caryl, Commissioner

Holly Township Parks Budget 2025/26

Account #	Description	2022/23 Budget	2023/24 Revised	2024/25 Revised	2025/26 Budget
Revenues					
208-000-410	Tax	174,000.00	198,839.00	208,781.00	240,000.00
566	Grants	9,300.00			
567	Yoga/Classes		1,000.00	5,000.00	1,000.00
608	Leagues and Tournament	3,500.00	4,200.00	-	
643	Concessions Beach	1,500.00		500.00	500.00
645	Disc Golf	6,000.00	2,500.00	1,000.00	1,500.00
651	Beach Tags	3,000.00		-	
653	Special Events	1,000.00	1,000.00	-	
664	Interest & Dividends	600.00	2,400.00	2,000.00	2,000.00
669	Rent/Lease Park 2	300.00		-	200.00
670	Rent/Lease Beach	400.00		-	200.00
675	Contributions	2,500.00	500.00	500.00	500.00
685	Miscellaneous	100.00		-	
686	Misc. Park II	100.00		-	
	Total Revenue	202,300.00	210,439.00	217,781.00	245,900.00
Expenditures					
208-208-702	Park Salaries	34,000.00	34,000.00	34,000.00	40,000.00
703	Director/Manager Salary	58,000.00	-	-	30,000.00
704	Program Coordinator		39,000.00	39,000.00	
715	Social Security	7,500.00	5,584.50	5,600.00	5,800.00
719	Pension	6,000.00	-	-	-
720	Health Insurance	12,500.00	-	-	-
725	Accounting Fees		5,000.00	5,500.00	5,500.00
726	Beach Operating Supplies	2,500.00	1,000.00		-
727	Operating Supplies	8,000.00	4,000.00	2,500.00	4,000.00
729	Office Expense			2,500.00	4,500.00
728	Softball Expenses	3,000.00	1,000.00	-	
730	Classes/Special Events	1,000.00	6,000.00	4,000.00	4,000.00
731	Disc Golf	12,625.00	5,000.00	-	1,000.00
801	auditing fees	5,500.00	12,000.00	15,400.00	10,000.00

Outlook

FW: Live Streaming Equipment Proposal

From Supervisor <supervisor@hollytownship.org>
Date Thu 5/15/2025 1:58 PM
To Karin Winchester <clerk@hollytownship.org>

George A. Kullis
Holly Township Supervisor
248-634-9331 ext. 304 office

From: James Wright <jwright@hollytownshipparks.org>
Sent: Thursday, May 15, 2025 1:53 PM
To: Supervisor <supervisor@hollytownship.org>
Subject: Live Streaming Equipment Proposal

Dear Supervisor Kullis,

As requested, I am providing a detailed outline of the proposed live-streaming equipment and related costs for the Holly Township Board Room. This setup will allow us to professionally broadcast public meetings, improve transparency, and better accommodate presentations and public comment.

Below is the full breakdown of the equipment, purpose, quantity, and cost:

Item	Reason	Qty	Cost
COSTOM D15B	To control multiple camera angles	1	$75.00
StartVision Camera Mounts	To mount cameras	3	$45.00
Solid as Mountain Wall Mount	To mount TVs to wall	4	$100.00
Jnoiheofy 20ft Extension Cables	To connect cameras to USB Hub	3	$30.00
Tisino Audio Cable	To connect wireless mic system to computer	1	$14.00
Samsung 65" TVs	For board room display	2	$850.00
UNLBA D01	To connect presentations to board room TVs	1	$120.00
Pyle 8-channel wireless mic system	For board meetings and public comment	1	$250.00
OBSBOT Tiny SE Webcams	For multiple camera angles in board room	2	$300.00
Pyle Pro Audio Mixer	To combine all mic systems to computer	1	$110.00
Baylinkin 2 Lapel Mic	For presentations in board room	1	$17.00
Dell Optiplex 7010 Tower Desktop	For live streaming in board room	1	$875.00

GTX 1050 Graphics Card	For live stream graphic encoding	1	$139.99
Logitech MK270 Wireless Keyboard and Mouse	For board room computer	1	$30.00
USB-C Hub 10Gbps	To connect cameras to computer	1	$35.00

Cost Summary:
Total Equipment Cost: $3,093.99

Labor (Installation, Setup, and Training – 8 hours @ $30/hr): $240.00

Total Proposed Cost: $3,333.99

This proposal represents a one-time investment in professional-grade technology to help modernize our township meeting infrastructure. I would be happy to answer any questions or provide additional information.

Respectfully,

James P. Wright
Vice Chair | Commissioner
Holly Township Parks
M: 248-459-3532
E: jwright@hollytownshipparks.org

Proposal

Council Chamber AV Upgrades

Holly Township

504 ½ East Maple
Holly, Michigan 48442

HOLLY TOWNSHIP
'Up North in Oakland County'

Presented By:

Third Coast Tech, LLC.
4514 Pontiac Lake Rd.
Waterford, Michigan 48328
800-828-9517
www.thirdcoasttech.com

THIRD COAST TECH

Modified:	4/4/2025
Revision:	2

Unassigned

1	**TCT** Installation quoted at $59/Hour as per G2G contract	$2,950.00
1	**TCT** Programming quoted at $99/Hour as per G2G Contract	$792.00
1	**TCT** Project Management.	$300.00

Unassigned	**Equipment Total:**	**$0.00**
	Labor Total:	**$4,042.00**
	Total:	**$4,042.00**

Council Chamber

THIS QUOTE IS FOR BUDGETARY PURPOSES ONLY.

TCT will install a enhanced AV solution. this system will inlcude a audio DSP to manage all audio processing, which will be integrated with the client's existing gooseneck and hand held microphones. Audio output will be powered through a JBL amplifier, delivering clean and efficient audio to pendant style speakers installed in the chamber to ensure even audio coverage. Video capture will be supported by a12X PTZ Optics camera, which will feed through Blackmagic and Decimator devices to accommodate streaming and local display formats. Two monitors and mounting arms will be installed in the broadcast station to support monitoring and switching functions, this system will also include an Epiphan for live video streaming and recording. TCT will test & verify system functionality before leaving.

This AV system has been designed with portability and expandability in mind. The core components are rack-mounted and self-contained, allowing for easy disconnection and re-installation if the space is relocated. All equipment will be installed in a modular rack that can be uninstalled as a whole unit if needed. Existing wiring pathways will be documented to assist with future tear-down and rebuild. USB extenders and video extenders allow flexibility in device placement at a future location. Software-based DSP and streaming tools allow the same configuration to be maintained even in a new environment.

1 **Biamp Systems** — $4,308.33

Digital audio server with 12 analog input and 8 analog output and include acoustic echo cancellation (AEC) technology on all 12 input

1 **Blackmagic Design** — $155.00

Blackmagic Design Mini Converter UpDownCross HD with Power Supply

1 **HuddleCamHD** — $90.00

Small Camera Wall Mount, 3x, 1

1 **JBL Professional** — $654.86

CSA series audio amplifier, 2 x 120 watt

1 **PTZOptics** — $1,942.92

1080p Video conferencing camera with SDI support, 12X optical zoom, gray

* Price Includes Accessories

	4	**SoundTube** 4" Ported Hanging Speaker in Black	$801.56 *
4	SoundTube BLK SPKR Grille.		
	2	**TCT** USB 2.0 Extender ove CAT6 PN: X001Z70WNN	$300.00
	1	**TCT Lot - Wire & Materials** TCT Lot - Wire & Materials	$850.00

Council Chamber	**Equipment Total:**	**$9,102.67**
	Labor Total:	**$0.00**
	Total:	**$9,102.67**

* Price Includes Accessories

Broadcast Booth

	1	**Aumox** 8 Port Gigabit POE Switch, 8 Port POE 120W, Gigabit Ethernet Unmanaged Network Switch, Plug and Play, Sturdy Metal Housing, Traffic Optimization	$116.99
	1	**AV Access** KIT TX-RX AV Access HDMI Extender(HDBaseT),Uncompressed 4K 60Hz Over Single Cat5e/6a, 70m(230ft) 1080P,40m(130ft) 4K,PoE+IR+RS232+HDCP2.2,HDR & Dobly Vision,Dolby Atmos & DTS:X	$285.71
	1	**Decimator Design** HDMI/SDI cross converter, scaling, frame rate conversion	$290.00
	1	**EPIPHAN** Record, stream and switch up to three full HD video inputs from HDMI™, SDI, and USB sources. Epiphan Pearl Nano™ takes your video production to the next level.	$2,048.78
	1	**HUANUO** Dual Monitor Stand for 13 to 35 inch, Premium Dual Monitor Mount with USB, Height Adjustable Monitor Stands for 2 Monitors VESA Bracket with Clamp/Grommet Base, Each Arm Hold up to 26.4lbs	$153.39
	2	**Lg Commercial** 23" TAA IPS FHD Monitor with Adjustable Stand & Built-in Speakers & Wall Mountable	$690.00
	1	**Strong** Framed 10U AV Rack.	$305.87
	1	**TCT** 4X2 4K HDMI Matrix with Latest Scaler Technology, ARC and Audio Extraction	$228.57

* Price Includes Accessories

1	**TCT Lot - Wire & Materials** TCT Lot - Wire & Materials	$200.00

Broadcast Booth	**Equipment Total:**	**$4,319.31**
	Labor Total:	**$0.00**
	Total:	**$4,319.31**
	Project Equipment Subtotal:	**$13,421.98**
	Project Labor Subtotal:	**$4,042.00**
	Project Subtotal:	**$17,463.98**

* Price Includes Accessories

Project Summary

Equipment:	**$13,421.98**
Labor:	**$4,042.00**
Grand Total:	**$17,463.98**

Client: _____ **Date** _____

Contractor: **Third Coast Tech, LLC.** _____ **Date** _____

* Price Includes Accessories

TOWNSHIP OF HOLLY
CODE OF ORDINANCE AMENDMENT
CHAPTER 12, ARTICLE II – NORTH OAKLAND COUNTY FIRE AUTHORITY

AN ORDINANCE TO AMEND THE HOLLY TOWNSHIP CODE OF ORDINANCES, CHAPTER 12, ARTICLE II – NORTH OAKLAND COUNTY FIRE AUTHORITY

THE TOWNSHIP OF HOLLY ORDAINS:

ARTICLE 1. AMENDMENT

I - NAME AND OFFICE

The name of this Authority shall be and is the "North Oakland County Fire Authority" hereinafter sometimes referred to as the "Authority."

II- DEFINITIONS

The terms "Authority," "Incorporating Municipality," "Municipal Emergency Services," and "Municipality," as used in these Articles of Incorporation shall be as now or hereafter defined in Section 1 of Act 57.
"Agreement" means these Articles of Incorporation.
For the purposes of these Articles, the term "Emergency Services" means fire protections services and emergency medical services.
"Authority Board" means and refers to the board formed to manage and oversee the Authority under Article VIII hereunder.
"Municipal Board" means and refers to the legislative bodies of each Incorporating Municipality, as described in Article III.
Other terms shall have such meaning as may be specified in the various provisions of these Articles of Incorporation.
"Direct relative" is defined as: the Authority Board member's spouse, their children and stepchildren (including adopted) and their spouses, , grandchildren and their spouses, parents and stepparents, siblings and their spouses, grandparents, parents in-law, grandparents in-law, or any person residing in the Authority member's household.

III - INCORPORATING MUNICIPALITIES

The incorporating and creating municipalities of this Authority are the Township of Holly and the Township of Rose in the County of Oakland, State of Michigan. Additional incorporating municipalities may be contracted with in accordance with Article XVII of these Articles.

IV - PURPOSE

The purpose of this Authority shall be and is to provide emergency services in accordance with the authorization contained in Act 57, Public Acts of Michigan, 1988, as amended ("Act 57"). The

Authority may provide such services within or beyond its jurisdiction described in Article V hereof as may be authorized pursuant to contract with the Authority by any municipality in accordance with Act 57. Further, the purpose of this Authority is to ensure the Fire Authority runs smoothly, provides adequate emergency services and is supported through a mutually agreeable and uniform funding mechanism to provide services to Rose Township and Holly Township; and any further municipalities who may later elect to contractually join pursuant to Article III herein above.

These Amended Articles will only be applied prospectively. No terms herein will be applied retroactively.

V - POWERS

This Authority shall be a body corporate with power to sue or to be sued in any court in the State of Michigan. Its jurisdiction shall include all of the territory embraced within the corporate boundaries of its incorporating municipalities and any other municipalities who contractually join, excluding the territory embraced within the corporate boundaries of the Village of Holly, as now constituted or as hereafter expanded through annexation, consolidation or change of municipal identity. If any one of the incorporating municipalities ceases to exist, all assets controlled or owned by the Authority shall remain with the Authority. The Authority shall possess all of the powers now or hereafter granted by Act 57, or by any other applicable statute of the State of Michigan and by these Articles, and those incidents thereto. In addition, it shall possess all powers necessary to carry out its purposes and those incidents thereto. The enumeration of any powers herein shall not be construed as a limitation upon its general powers unless the context shall clearly indicate otherwise. The Authority may adopt a corporate seal, and may alter the seal, and use it by causing it or a facsimile thereof to be affixed, impressed, or reproduced in any other manner.

VI - TERM

This Authority shall continue in existence perpetually or until dissolved pursuant to Article XX hereof.

VII - FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of ~~July~~ ***January*** in each year and shall end on the ~~30th~~ ***31st*** day of ~~June~~ ***December*** of the ~~next~~ ***same*** year.

VIII - GOVERNING BOARD

The Authority shall be managed by the Board of Directors, hereinafter called the "Authority Board", which shall be responsible for the planning and operation of the Authority within the boundaries of Holly Township and Rose Township. The Authority Board shall consist of five (5) members: Two (2) members shall be members of the Board of Trustees of each of the respective incorporating municipalities ("Municipal Board") and shall be appointed by that governing body,

and the four (4) members so chosen shall select the fifth (citizen-at-large) member from lists of registered voters residing within the municipal boundaries of the incorporating municipalities. None of the Authority Board Members nor the citizen-at-large shall be a current or past employee of N.O.C.F.A. or a direct relative of a current or past employee of N.O.C.F.A. Each participating governmental unit shall select its representatives in accordance with state law and these Articles of Incorporation.

Each member after the first Authority Board shall serve for a full term of four years, beginning with the first regular meeting of the Authority Board next following his or her respective appointment. The citizen-at-large shall serve a two-year term, each term alternating between a registered voter of Holly Township and a registered voter of Rose Township. The Authority Board reserves the right to reappoint the citizen-at-large for additional terms. A member of the Authority Board shall be deemed to have vacated his/her seat on the Authority Board in the event of four (4) consecutive unexcused absences or if a pattern develops showing the inability of said member to participate in assigned committee projects or regular/special meetings that causes the appointing Municipal Board to believe it is not being sufficiently represented.

Each member of the Authority Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective incorporation municipality or, in the case of the at-large member, with the clerk of the Township in which the at-large member resides. The members of the first Authority Board shall be selected within twenty (20) days after the effective date of the incorporation of this Authority and the terms thereof shall continue until the next General Election at which members of the Boards of Trustees of the incorporating municipalities are elected. A member of the Authority Board shall not be an employee of an emergency services entity of any incorporating municipality.

Within (30) days and after taking the constitutional oath of office, the members of the first Authority Board shall meet for the purpose of organization. At such organizational meeting, the Board shall select a Chairperson, a Vice Chairperson a Secretary and may select a Treasurer, each of whom shall be a member of the Board. The Authority Board may also select an Assistant Secretary and an Assistant Treasurer, each of whom shall not be a member of the Board. Authority Board officers shall serve until the first regular public meeting of the following year, after term of offices change which shall be held annually at the January meeting date as set by Board Resolution, as amended time to time, or until their respective successors shall be selected and qualify. No selection to the Authority Board and no selection of an officer of the Authority Board shall be deemed to be invalid because it was not made within or at the time specified in these Articles. An Authority Board member may be removed at any time with or without cause by the Municipal Board which appointed him or her, the at-large member may be removed for cause by a majority vote of the remaining members of the Authority Board.

A Municipal appointed Authority Board member and/or the Citizen At Large may be suspended, censured or terminated by the Authority Board for, among other things, the following actions:

- Violation of N.O.C.F.A. bylaws of rules and regulations.
- Engagement in misfeasance, malfeasance, or nonfeasance,
- Failure to attend 4 or more meetings consecutively whether excused or unexcused,
- Refusal to engage in or willful neglect of duties as an Authority Board member,
- Engaging in any theft or embezzlement of funds or assets from N.O.C.F.A. or either respective Municipality,
- Failing to disclose or abstaining if the Authority Board member has a conflict of interest as a Authority Board member as that is defined under state law, including Standards of Conduct for Public Officers and Employees, 1973 PA 196 (Act 196) and Contracts of Public Servants with Public Entities, 1968 PA 317 (Act 317).

An affirmative vote of a majority of the Authority Board members present at any board meeting is required to censure or to suspend a member.
Fourteen Day (14) day notice must be given to any accused member of the intention of the Authority Board's decision to consider and determine whether an Authority Board member will be terminated. Notice to the member must specifically state the provision or provisions of the bylaws or rules and regulations that are alleged to have been violated or the improper conduct as set forth above. The accused member may appear at the Authority Board meeting and present evidence or make arguments, as he or she may deem necessary in defense of himself/herself. Only an affirmative vote of 2/3 of the entire Authority Board membership can authorize termination of an Authority Board member. Upon any Authority Board termination of a member, said termination needs to be affirmed by the Municipal Board that appointed said member. In the event of a termination of an Authority Board member that creates a vacancy, Article XI, herein shall be followed to fill the vacancy.

IX – AUTHORITY

In addition to other authority provided in the within Agreement, the Authority shall have full responsibility for the management and operation of the Emergency Services including, without limitation, the following:

1. Establishing the qualifications, job requirements and performance expectations for the Fire Chief and the hiring of a Fire Chief;
2. Establishing a process for annually evaluating the Fire Chief's performance;
3. Establishing the qualifications, job requirements and performance expectations for fire department officers and Fire Department personnel; anually reviewing the Fire Chief's individual evaluations of the Fire Department's personnel;
4. Aid the department in setting the job descriptions, duties and responsibilities of all Fire Department personnel;
5. Establishing policies for review of personnel performance, procedures for improvement and discipline, procedures for dismissal from employment, and procedures for appeal of personnel management decisions;
6. Establishing procedures for working with the Fire Chief, the officers and the department

personnel, and/or their representatives, to determine compensation packages and conditions of employment;

7. Provide feedback to aid the Fire Chief in the preparation of a budget;

8. Approving the delegation of duties and responsibilities to the Fire Chief;

9. The securing and maintaining of liability insurance covering all capital assets owned or operated by the Fire Department and covering all Fire Department personnel, as well as general liability for damages and injury to persons and property resulting from operations of the Department.

10. Set standards for the Fire Chief concerning maintenance and repair of all Fire Department equipment and assets owned or utilized by the Fire Department;

11. The negotiation and execution of any mutual aid fire protection agreements with adjoining municipalities that are not part of the above-named participating Municipalities;

12. The acquisition of all Fire Department equipment, buildings, property and assets within the limits of the annual budgets approved by the participating Municipal Boards or which might otherwise specifically be authorized by said Municipal Boards. Such acquisition can include construction, purchasing or leasing such assets;

13. Accept gifts, grants, or bequests to the Fire Department.

X - COMPENSATION

The members of the Authority Board shall not be compensated for performing the duties required of Authority Board Members.

XI – VACANCY AND OPEN SEAT

In the event of a vacancy on the Authority Board other than the at-large member, the affected Municipal Board who appointed the representative of the vacated seat shall fill the vacancy for the unexpired term as expeditiously as possible and in no event to exceed ninety (90) days from the date such vacancy occurs. In the event of a vacancy in the office of the at-large member, a majority of the Authority Board membership shall fill the vacancy for the unexpired term as expeditiously as possible and in no event to exceed ninety (90) days from the date such vacancy occurs

In the event of an open seat for an officer position of the Authority Board, such open seat shall be filled by the Authority Board for the unexpired term within 60 days of the notice of the opening.

XII - MEETINGS

The Authority Board shall meet no less than once a quarter. At the beginning of each fiscal year, the time and place of meetings shall be determined by the Board by resolution, as amended from time to time. Notification of the times and places of all meetings shall be published in accordance with the requirements of the Open Meetings Act. Special meetings may be called by the

Chairperson to conduct such business as may be necessary for the efficient operations of the Authority. A special meeting may be called for the purpose of addressing Authority business by the submission, to the Board Secretary, of a written request. Upon receipt of a written request for a special meeting, the Chairperson shall schedule and notice the meeting consistent with the date, time and place specified in the request, provided it complies with the provisions of the Open Meetings Act.

Each member of the Board shall have one vote.

The presence of three (3) voting members at a meeting of the Authority Board shall constitute a quorum. The Authority Board shall act by motion, resolution or ordinance. A vote of the majority of the members of the Authority Board who are present at any meeting at which a quorum is present and who are authorized to vote on such matter shall be sufficient for passage.

The Authority Board shall have the right to adopt rules and policies governing its procedure, which rules and policies shall not conflict with the terms of any statute of the State of Michigan or of these Articles of Incorporation. All meetings shall be conducted in conformity of the Open Meetings Act, to the extent practicable, in accordance with generally accepted parliamentary procedure, as governed by "Robert's Rules of Orders." However, application of "Robert's Rules" shall not be utilized in order to stifle discussion or debate and may be implemented only to the extent required to maintain the orderliness of the meeting. Only members of the Authority Board in attendance at a meeting shall have the right to cast a vote. All votes shall be cast in accordance with Roberts Rules and polices as set forth herein, the Authority Board shall keep minutes of its proceedings, which minutes shall be signed by the Chairperson and the recording secretary and open to the public. The Chief is the custodian of the minutes.

XIII - BOARD AND OFFICER DUTIES

The Chairperson of the Authority Board shall be the presiding officer thereof. Except as herein otherwise provided, the Chairperson shall have no executive or administrative functions other than as a member of the Authority Board. In the absence or disability of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Authority Board. The Chief shall be custodian of the funds of the Authority and shall give to it a bond conditioned upon the faithful performance of the duties of his of his or her office. All moneys shall be deposited in a bank or banks, to be designated by the Authority Board, and all checks or other forms of withdrawal therefrom shall be signed by two persons, which persons shall be the Secretary or the Treasurer and the Fire Chief employee of the Authority, or their respective written designees. All authorized signatories shall give a minimum of $25,000 bond conditioned upon the faithful performance of the prescribed duties. The cost of such bonds shall be paid by the Authority. The officers of the Authority Board shall have such other powers and duties as may be conferred upon them by the Board and Act 57.

It shall be the duty of the Authority Board to secure an annual audit of the Authority and to present

the annual audit to the Authority Board at its regular meeting by the end of each calendar year in accordance with the provisions of Article XXIII of these Articles.

The Authority's fiscal year shall be ~~July 1 to June 30~~ ***January 1 to December 31***. It shall be the duty of the Authority Board to prepare an annual budget for submission to the Municipal Boards on or before ~~May 1~~ ***October 1st*** each year. Each Municipal Board shall approve or reject a proposed budget on or before the ~~30th~~ ***31st*** of ~~June~~ ***November*** preceding the commencement of the Authority's fiscal year. In the event a Municipal Board does not approve any budget by ~~June 30~~ ***December 31st,*** it shall be deemed to have given notice of its intent to withdraw from the Authority. In this instance, the Authority shall continue operating by extending the most recently adopted budget until completion of the dissolution process.

Upon adoption by all Municipal Boards, the budget shall become the budget of the Authority for the ensuing fiscal year. The Authority may from time to time amend the adopted budget without review or action of the Municipal Boards provided said amendments do not increase a participating community's contribution over that specified in the budget as originally adopted. Amendments that result in or have the potential to result in an increase of a community's annual contribution shall not take effect until approved by both governmental units.

The accounting and budgeting practices of the Authority shall conform to standard accounting practices, the Uniform Budgeting and Accounting Act, Act 2. Public Acts of Michigan, 1968, as amended and all other applicable provisions of law. Not later than January 1 of each year, commencing January 1, 2009, the Authority shall prepare a five-year capital improvement plan for the five-year period commencing with the July 1 immediately succeeding each such January

XIV - PROPERTY

The Authority shall possess all the powers necessary to carry out the purposes thereof and those incidents thereto. It may acquire property by purchase, lease, gift, devise or condemnation, wither within or without its corporate limits, and may hold, manage, control, sell, exchange or lease such property. For the purpose of condemnation, it may proceed under the provisions of Act 149, Public Acts of Michigan, 1911, as now or hereafter amended, Act 87, Public Acts of Michigan 1980, as now or hereafter amended, or any other appropriate statute.

XV - CONTRACTS TO PROVIDE EMERGENCY SERVICES

The Authority may enter into contracts with any incorporating municipality for the provision of emergency services in the Municipality as authorized and provided in Act 57. The Authority may also enter into contracts with a city, village or township or Municipal Corporation that is not an incorporating municipality for the provision of emergency services, as authorized and provided in Act 57. No contracts shall be for a period exceeding thirty (30) years.

XVI - FINANCING THE AUTHORITY

Financial Contribution From Each Municipal Board

Each Municipal Board agrees to appropriate and pay over to the Authority funds equal to the amount calculated by dividing the total Authority budget, minus other revenue paid directly to the Authority, by the number of Municipal Boards. The amount so derived shall be paid over to the Authority in two (2) equal installments, with the first installment due ~~July~~ ***December 1***, and payable July 10, and the second installment due January 1, payable by January 10 of each fiscal year. In the event a Municipal Board does not approve a budget by ~~June 30~~ ***December 31st***, it shall be deemed to have given notice of its intent to withdraw from the Authority. The formula for financing the Authority set forth in this Article may be changed if approved by resolution of the Municipal Boards and the Authority Board.

Property Tax Levy by Authority

Subject to the terms and conditions provided in Section 12 of Act 57, the Authority may levy a tax on all of the taxable property within the limits of the Authority for the purposes provided in Act 57. Such tax, however, shall not be levied without the authorization of each Municipal Board and the approval of a majority of the registered electors residing within the limits of the Authority who are qualified to vote and who vote on such tax at an election conducted in accordance with the provisions of Act 57.

Other Sources of Revenue

The sources of revenue for financing the Authority specified herein are non-exclusive. The Authority and each Municipal Board may provide for their respective financial contributions to the Authority from all other sources or types of revenues authorized by law.

XVII - COOPERATIVE AGREEMENTS

The Authority may enter into other agreements with any Municipal Board, incorporated or non-incorporated pursuant to the Urban Cooperation Act, Act 7, Public Acts of Michigan, 1967, as amended, and Act 33, Public Act of Michigan 1951, as amended, for purposes of, among other things, providing emergency services to such Municipal Boards, both incorporated and non-incorporated and their residents.

XVIII - FINANCING IMPROVEMENTS

The Authority shall create and maintain a Capital Purchase Account that shall be used for the acquisition of capital equipment and apparatus, land, buildings and improvements thereto. All interest earned by this account shall be retained in the fund. Upon a 4/5 affirmative vote of the entire Authority Board, the monies from this fund may be used for purposes other than that specified herein.

The Authority may acquire, construct, purchase, improve, enlarge or extend buildings for the

provision of emergency services, and the necessary sites therefore, together with appurtenant properties and facilities necessary or convenient for the effective use thereof, and furnish and equip the same.

The Authority may take whatever action is legally necessary for the purpose of obtaining funds to finance the cost of acquiring, constructing, purchasing, improving, enlarging or extending buildings for the provision of emergency services, and the necessary sites therefore, together with appurtenant properties and facilities necessary or convenient for the effective use thereof, or furnishing or equipping the same in accordance with lease provisions.

XIX - WITHDRAWAL FROM AUTHORITY

A Municipal Board may withdraw from the Authority of which it is a part by resolution of that Municipal Board's legislative body approving the withdrawal.

A Municipal Board that withdraws from an Authority shall continue to be subject to any tax levied in its jurisdiction under section 12 of MCLA 124.612 for the duration of the period of that tax as determined pursuant to section 12(3) of MCLA 124.612.

Employees of an Authority who perform emergency services in the jurisdiction of a municipality that withdraws from an Authority shall be protected in relation to the municipality to the same extent as employees of an incorporating municipality are protected under Section 10 of MCLA 124.610.

A Municipal Board that withdraws from an authority shall remain liable for a proportion of the debts and liabilities of the authority incurred while that Municipal Board was a part of the Authority. The proportion of the Authority's debts for which a municipality is liable under this subsection shall be determined by dividing the state equalized value of the real property in the municipality by the state equalized value of all real property in the authority at the time of the withdrawal.

XX - DISSOLUTION OF THE AUTHORITY

The Authority shall be deemed to be perpetual, unless the participating Municipal Boards elect to dissolve the Authority. In the event that there is more than one participating Municipal Board, they shall adhere to the following noticing procedure:

1. Give notice to the Authority Board of its intention to dissolve the Authority on or before ~~July 1st~~ **January 1st** two years prior to the beginning of the fiscal year in which it intends to effect dissolution.
2. The Municipal Board seeking to dissolve the Authority must provide a forty five-day cooling-off period between authorizing its letter of intent and the adoption of a resolution to dissolve the Authority. An irrevocable resolution to dissolve the Authority shall be submitted to

the Authority Board no later than forty-five days after the conclusion of the cooling-off period. Upon passage of such a dissolution resolution, the Municipal Board shall tender all sums due to the Authority prior to the effective date of the dissolution. Upon adoption of a dissolution resolution, the parties will adhere to the following procedure:

a. All Property, of any nature, from whatever source titled to the Township(s) will remain the property of the respective Incorporating Municipality.

b .All real estate, buildings and, improvements thereto, and equipment purchased by the Authority shall be appraised.

c. The Authority shall appoint an appraiser, the Municipal Board seeking dissolution shall appoint an appraiser, and in the event of failure to agree on the value of any particular asset, the two (2) appraisers shall agree upon a third appraiser whose opinion as to such value shall be binding on the Authority and the Municipal Boards. The appraiser(s) shall fix a value for any improvements to real property and purchases made by the Authority during the period it had control of the asset(s), and that amount, less appropriate deduction for depreciation and any outstanding debt shall be deemed to be the amount required to be paid by the Municipal Board desiring to acquire property pursuant to subparagraph (4). The Municipal Board in which the Authority owns real estate or buildings it purchased after July 1, 2004, shall have the right of first refusal. Costs associated with dissolution of the Authority shall be borne by the Municipal Board that moves to dissolve the Authority.

d. The Municipal Boards shall have the option to purchase all acquired equipment, rolling stock, fixtures and other assets, at the value set by the appraiser. All equipment, rolling stock, fixtures and assets acquired by the Authority which is not purchased by either Municipal Board shall be sold to third parties with the proceeds equally divided among the Municipal Boards less any amount needed to satisfy any and all outstanding debts or other encumbrances.

3. The Authority may be dissolved where the outstanding indebtedness of the Authority exceeds the assets of the Authority, only if the net indebtedness is assumed by the Municipal Boards then participating in the Authority based upon each Incorporating Municipality's most recent financing contribution to the Authority, calculated pursuant to the formula for contributions.

4. Upon dissolution, the Authority shall no longer be responsible for providing fire protection and emergency medical services.

XXI – DISPUTE RESOLUTION

In the event of any dispute between the participating Municipal Boards concerning any provisions of the Bylaws for the Authority; the Authority's operation or any Agreement thereto, such dispute shall be resolved as follows and consistent with the Open Meetings Act.

Step 1. Within 60 days of the initial date of the occurrence of such dispute, representatives of the Municipal Board(s) shall meet and negotiate in good faith in an attempt to resolve the dispute with the Authority.

Step 2. If the dispute is not resolved by negotiation as provided in Step 1, above, the parties shall meet with a neutral third-party mediator in an attempt to resolve the dispute. The mediator shall be mutually agreed to by the parties and may be selected from the list of civil mediators maintained by the ADR Clerk of the 6th Circuit Court or from a list of civil mediators maintained by the Conflict Resolution Services in Oakland County. If the parties are unable to agree on a mediator, the parties agree to permit the Conflict Resolution Services to select a mediator for them. The representatives of each Municipal Board(s) shall meet with the mediator and participate in good faith in the mediation which, unless otherwise agreed to with the mediator, is to be conducted within 30 days of the selection of the mediator. Again, any mediation shall be conducted consistent with the Open Meetings Act.

Any resolution reached shall be approved by both Municipal Boards.

If the Municipal Boards agree, the parties may waive Step 1, above, and proceed directly to the Step 2 mediation process.

If resolution is not reached, any Member Board may initiate litigation in a court of competent jurisdiction.

XXII - EMPLOYEES

Subject to the terms and condition provided in Section 10 of Act 57, the Authority may employ such personnel as it may consider desirable and may retain from time to time the services of attorneys, accountants and other consultants as the Authority considers necessary to carry out the purpose of the Authority.

XXIII - AUDIT

As required in Article XIII of these Articles, the Authority Board shall cause an annual audit to be made of the books, records and financial transactions of the Authority by a certified public accountant. Copies of the audit report prepared by the certified public accountant shall be furnished to each Municipal Board. The books and records of the Authority shall be open for inspection by any participating Municipal Board at all reasonable times.

XXIV - FEDERAL OR STATE GRANTS

The Authority shall have the power to apply for and accept grants, loans, or contributions from the United States of America or any agency or instrumentality thereof, the State of Michigan or other public or private agencies; and to do any and all things necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 57.

XXV - EXEMPTION FROM TAXATION

The property of the Authority shall be exempt from all taxation and assessment and no writ of attachment or writ of execution shall be levied upon the property of the Authority.

XXVI – PUBLICATION

These Articles shall be published once in a newspaper of general circulation in the incorporating municipalities. One printed copy of such Articles of Incorporation, certified as a true copy thereof, with the dates and places of publication, shall be filed with the Secretary of State within thirty (30) days after the execution there has been completed.

XXVII - EFFECTIVE DATE

The Authority shall become effective upon the filing of certified copies of these Articles with the Secretary of State, as provided in the preceding Article.

XXVIII - AMENDMENT

These Articles of Incorporation may be amended at any time so as to permit any county, city, village or township to become an Incorporating Municipality of the Authority, if such amendment to and the Articles of Incorporation are adopted by the legislative body of such county, city, village or township proposing to become a member, and if such amendment is adopted by each existing Municipal Member.

Other amendments may be made to these Articles at any time if adopted by each Municipal Member. Any such amendment shall be endorsed, published, and certified and printed copies thereof filed in the same manner as the original Articles of Incorporation, except that the filed and printed copies shall be certified by the recording officer of the Authority.

XXIX - MISCELLANEOUS

These Articles of Incorporation may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The captions in these Articles of Incorporation are for convenience only and shall not be considered as p art of these Articles of Incorporation or in any way limit or amplifying the terms and provisions hereof.

These Articles have been adopted by the Township of Holly and the Township of Rose, Oakland County, Michigan as set forth in the following endorsements and in witness whereof the Supervisor and the Clerk of the Township of Holly and the Supervisor and the Clerk of the Township of Rose, Oakland County, Michigan have endorsed thereon the statement of such adoption.

ARTICLE 2 - SEVERABILITY

If any portion, subsection, sentence, clause, provision, or requirement of this section shall be deemed invalid or unenforceable by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof which shall remain in full force and effect. It is the express intent of this ordinance that the next most valid and enforceable but restrictive provision be substituted in its place in order to effect the intent of this Section.

ARTICLE 3 -REPEALER

All other ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

ARTICLE 4 - SAVINGS CLAUSE

Nothing in this Ordinance shall be construed to affect any suit or proceeding pending in any court or any liability incurred, or any cause or causes of action acquired or existing, under any act or Ordinance hereby repealed; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this Ordinance.

ARTICLE 5 - EFFECTIVE DATE

This Ordinance shall take effect immediately following publication in the manner prescribed by law.

ARTICLE 6 - ADOPTION

At a special meeting of the Township Board of the Township of Holly held on February 5, 2025 adoption of the foregoing ordinance was moved by R. Kinnamon and supported by R. Matson. This ordinance is hereby declared adopted and ordered to be given publication in a manner prescribed by law.

Ayes: 7

Nays: 0

Absent: 0

CERTIFICATION

I, duly elected clerk of the Township of Holly, County of Oakland, and State of Michigan, do hereby certify that the foregoing is a true copy of the Amendment to the Holly Township Code of Ordinances Chapter 12, Article II adopted by the Township Board of Trustees of the Township of Holly at the special meeting held on the 5th of February, 2025 at which a quorum was present.

_____

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

Attest:

_____

George A. Kullis
Holly Township Supervisor
Oakland County, Michigan

Office of the Clerk
248-634-9331
Fax: 248-634-5482

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
Ryan Matson, Trustee
Michael McCanney
Richard Kinnamon

RESOLUTION 2025-07
HOLLY TOWNSHIP
2025 – 2026 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 16, 2025	November 19, 2025	March 18, 2026
August 20, 2025	December 17, 2025	April 15, 2026
September 17, 2025	January 21, 2026	May 20, 2026
October 15, 2025	February 18, 2026	June 17, 2026

The Holly Township Planning Commission will hold its regular meetings at Holly Township Hall 102 Civic Drive, Holly, at 6:30 PM on the following dates:

July 9, 2025	November 12, 2025	March 11, 2026
August 13, 2025	December 10, 2025	April 8, 2026
September 10, 2025	January 14, 2026	May 13, 2026
October 8, 2025	February 11, 2026	June 10, 2026

The Holly Township Zoning Board of Appeals will hold its regular meetings on scheduled Planning Commission dates when there is business. The meetings will be held at Holly Township Hall 102 Civic Drive, Holly, Michigan at 5:00 PM, unless otherwise posted.

ADOPTED by the Holly Township Board of Trustees this 21st day of May 2026.

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

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

Office of the Clerk
248-634-9331
Fax: 248-634-5482

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

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 19th day of April, 2025, 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

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Lateral File Cabinet - 42" Wide, 4 Drawer, Light Gray

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April 7, 2025

Mrs. Karin Winchester
Clerk
Holly Township
102 Civic Drive
Holly, MI 48442

RE: MML POOL AND FUND LOSS CONTROL SERVICES

Dear Mrs. Winchester,

I would like to thank you and your staff for the hospitality extended during my April 1st loss control visit. It was a pleasure to meet with you to discuss the various issues that affect your risk management efforts.

Our experience has shown that one of the most effective strategies for members to reduce risks – and the cost of insurance coverage – is to be proactive about implementing and maintaining best practices and to comply with sensible loss control recommendations.

With my visit and our recent conversation in mind, the attached recommendations are intended to help your organization manage its risk exposures. Please respond within the next 30 days either by email or by completing the attached form and sending via US mail.

The Michigan Municipal League offers a wealth of resources to support your risk management endeavors, including: the Risk Management is Good Management program for self-assessment and progress relative to best practices; Risk Control Solutions articles; the Lezage video training portal; and the Safety and Health Resource Manual. The Law Enforcement Action Forum (LEAF) quarterly newsletters and LE Risk Control Manual of model policies provide highly specialized guidance for your organization's law enforcement executive.

The above are available in the following link: Risk Management Resources, and well worth making time to review. Please see the next page for detailed descriptions and links.

If you have any questions regarding the topics we discussed or the attached recommendations, please do not hesitate to contact me at frank.demers@meadowbrook.com or (248) 320-0150.

Sincerely,

Frank J. Demers
Loss Control Consultant
MML Loss Control Services

MML RISK MANAGEMENT RESOURCES

Service Provider: Meadowbrook®, Inc.

Loss Control & Member Services: PO Box 2054, Southfield, MI 48037-2054; (800) 482-2726
Claims: 3196 Kraft Ave. SE, Suite 206, Grand Rapids, MI 49512-2065; (616) 942-0311; (800) 752-7477; Fax: (616) 649-1796
www.mml.org

Available on the MML website at:
https://mml.org/programs-services/risk-management/risk-management-resources/

Risk Management is Good Management Program

The *Risk Management is Good Management Program* (RMGM) is a self-paced program for evaluating and improving your organization's risk management efforts. It provides you and your staff with thorough information on what constitutes best practices in focused areas of risk exposure; tools for conducting self-assessments of your operations, policies, and procedures relative to those best practices; and guidance on specific loss control strategies that can be implemented in response to the findings.

I encourage your organization to adopt the RMGM program as part of its everyday operational protocols. Please familiarize yourself with the self-evaluation checklists and share them with your department heads for completion if you haven't done so already. MML Loss Control Services is available to provide advice and support for your implementation of this program, as needed.

Risk Control Solutions

Risk Control Solutions are preventive guidance "white papers" that address more than 50 areas of significant risk exposure common to public agencies. They offer detailed information and analysis on each topic, including regulatory requirements and standards, legal perspectives, and practical recommendations to reduce or eliminate exposure, accompanied by references, checklists, and sample policy language.

Safety & Health Resource Manual

The *Safety & Health Resource Manual* is designed to assist your organization in developing policies for accident and injury prevention. The manual's 18 chapters cover a wide array of subjects such as Confined Space Entry, Machine Guarding, Lock-out/Tagout Programs, Employment Practices, Safety Committees, and MIOSHA requirements. The manual includes sample policies that can be tailored to meet your needs.

Lezage Training Center for Risk Management

The Lezage Training Center is a loss control service of the MML Workers' Compensation Fund and MML Liability & Property Pool. It is an employee training system that provides free, unlimited, 24/7 access to online videos on topics from worker safety to human resources, as well as tracking and documentation of training completion by individual employees.

Law Enforcement Risk Control Manual

The *Law Enforcement Risk Control Manual* of model policies and associated materials have been developed in coordination with the Law Enforcement Action Forum (LEAF) of about 30 Michigan LE executives and reviewed by expert consulting attorneys. The manual is held in a password-protected area of the website – your law enforcement executive or a designee can access it by completing a simple online request form.

LOSS ANALYSIS – Workers' Compensation Fund

During my visit, I shared with you a detailed loss analysis of your workers' compensation claims experience covering the period from 7/1/21 – 3/28/25. Your current workers' compensation Experience Modification Factor

(EMF) for 2024/25 is 0.98, which is the same as the previous policy year. As we discussed, 1.0 or less is optimal. We also discussed the significance of the EMF, how it attempts to predict future claim costs, and how it directly affects your insurance premiums.

LOSS ANALYSIS – Liability & Property Pool

During my visit, I shared with you a detailed loss analysis of your property and liability claims experience covering the period from 7/1/20 – 3/28/25. This analysis identified a cumulative loss ratio of 259.86%. The elevated loss ratio is largely attributed to claim #100GL2300708. A settlement agreement in this matter and the claim is pending closure.

We discussed the importance of preventative maintenance plans for all municipal facilities including, recreation centers, pavilions, and other municipal properties. The plans should include procedures for limiting damage caused by lightning strikes. An effective lightning protection system includes the installation and maintenance of lightning strike termination devices, proper grounding of antennas and other vulnerable infrastructures, and the use of surge protection devices.

Additionally, we discussed the importance of periodic refresher training on your sexual harassment and discrimination policies for all staff and elected officials. Lastly, we discussed the benefits of administering a sidewalk inspection program and a tree inspection program to further reduce the potential of property and liability claims.

LOSS CONTROL RECOMMENDATIONS

Loss Control Survey Date: April 1, 2025

The loss control recommendations below were developed to assist your organization in its risk management efforts. *Please respond within the next 30 days either by email or by completing the attached form and sending via US mail.*

As you review the recommendations presented here, please remember that there are undoubtedly other elements of your operations which present varying degrees of risk. While my recommendations will assist you in managing your risk exposure, I cannot guarantee that I have identified and addressed every potential cause of loss, whether currently in existence or which may arise in the future. You should continue your organization's own efforts to identify and reduce risk exposures.

Township Administration

01-25-03: It is recommended that administration periodically conduct refresher training on the Township's sexual harassment and discrimination policy for all staff and elected officials. MML has training resources available on these topics at the following links:
Discrimination-in-Employment-with-form.pdf (mml.org)
Sexual-Harassment-and-Discrimination-in-the-Workplace.pdf (mml.org)

Training videos related to sexual harassment and discrimination are also available on via the Lezage Training Center for Risk Management portal.

Please respond here: ☐ Agree, will implement as outlined.
☐ Disagree for reasons listed below:

Comments: _____

_____

(continued)

02-25-03: It is recommended that the Township explore the feasibility of implementing an Employee Assistance Program (EAP). EAPs address a broad and complex body of issues affecting mental and emotional well-being of employees, such as alcohol and other substance abuse, stress, grief, family problems, and psychological disorders. EAP counselors also work in a consultative role with managers and supervisors to address employee and organizational challenges and needs. Many EAPs are active in helping organizations prevent and cope with workplace violence, trauma, and other emergency response situations.

A recent study determined the value of an EAP for your employees:
-83% of workers suffer from work-related stress.
-Absenteeism rates are 27% lower among companies that offer EAPs.
-For every $1 spent on mental health concerns, employers see a $4 return on productivity gains.

How Employee Assistance Programs Drive Better Workers' Comp Outcomes : Risk & Insurance

Please respond here:

☐ Agree, will implement as outlined.
☐ Disagree for reasons listed below:

Comments: _____

_____