

HOLLY TOWNSHIP
PROPOSED AGENDA
Board of Trustees Regular Meeting
December 17, 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 – November 19, 2025.
2. Approval of Financial Statement – November 2025.
3. Approval of Bills for Payment – December 2025
4. Receipt of Routine Reports:
 - A. N.O.C.F.A. Special Meeting Minutes – November 12, 2025.
 - B. Planning Commission Minutes – November 12, 2025.
 - C. Building Permits – November 2025.
 - D. Treasurer's Annual and Quarterly Report – NA.
5. Communications: None.

All items listed under "Consent Agenda" are considered to be routine, and non-controversial, do not require discussion by the Township Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.

PUBLIC HEARINGS: None.

PRESENTATIONS: None.

REPORTS: TRUSTEES CLERK TREASURER SUPERVISOR

PUBLIC COMMENT on Agenda Items Only. Members of the public can address the Board, on agenda items only, once recognized by the Supervisor. Comments are limited to a maximum of 3 minutes. The board may extend this time by a majority vote. Prior to addressing the board, members of the public shall state their name and address for the record. A second public comment is available after New Business for all other comments. Thank you for your cooperation.

OLD BUSINESS – None.

NEW BUSINESS

1. New Township Hall Construction Manager Proposal.
2. Rose Hill Center Hope in Motion 5K Run – Proposed Resolution 2025-20.
3. Stiffs Mill Pond – Proposed Resolution 2025-21.
4. 2025-2026 Budget Amendments – Proposed Resolution 2025-22.

PUBLIC COMMENT

ADJOURNMENT

Holly Township
Board of Trustees Regular Meeting
Minutes of November 19, 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.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present:

George Kullis, Karin Winchester, Jennifer Ryan, Derek Burton, Ryan Matson, Michael McCanney and Richard Kinnamon

Members Absent: None.

Others Present: Lisa Hamaeh, Township Attorney

AGENDA APPROVAL

Move the last public comment to just prior to new business #9.

➤ **Motion by Supervisor Winchester to approve the agenda as amended. Supported by Trustee Kinnamon. A voice vote was taken. All present voted yes. The motion carried 7/0.**

CONSENT AGENDA:

1. Approval of Regular Meeting Minutes – October 20, 2025.
2. Approval of Financial Statement – October 2025.
3. Approval of Bills for Payment – November 2025
4. Receipt of Routine Reports:
 - A. N.O.C.F.A. Minutes – October 28, 2025.
 - B. Planning Commission Minutes – October 8, 2025.
 - C. Building Permits – October 2025.
 - D. Treasurer's Annual and Quarterly Report – NA.
5. Communications: None.

➤ **Motion by Clerk Winchester to approve the Consent Agenda. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

PUBLIC HEARINGS: PY 2026 Community Development Block Grant Application.

➤ **Motion by Clerk Winchester to open the public hearing. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion carried 7/0.**

No public comment.

➤ **Motion by Clerk Winchester to close the public hearing. Supported by Trustee Kinnamon. A voice vote was taken. All present voted yes. The motion carried 7/0.**

PRESENTATIONS: Maner Costerisan on Holly Township 2024-2025 Audit.

Tyler Baker, Maner Costerisan presented the June 30, 2025 Audited Financial Statements.

PUBLIC COMMENT – None.

OLD BUSINESS – None.

NEW BUSINESS

1. June 30, 2025 Audited Financial Statements.

- **Motion by Trustee Kinnamon to move approve the June 30, 2025 Audited Financial Statements. Supported by Clerk Winchester. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

2. Auditor Contract for June 30, 2025, 2026 and 2027.

- **Motion by Trustee Burton to approve the Auditor Contract for June 30, 2025, 2026 and 2027. Supported by Winchester. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

3. PY 2026 Community Development Block Grant Application – Proposed Resolution 2025-18.

- **Motion by Trustee Burton to approve the PY 2026 Community Development Block Grant Application – Proposed Resolution 2025-18. Supported by Winchester. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

4. 2026 North Oakland County Fire Authority Budget – Proposed Resolution 2025-19.

Chief Weil presented the 2026 NOCFA Budget.

- **Motion by Trustee Burton to approve the 2026 North Oakland County Fire Authority Budget – Proposed Resolution 2025-19. Supported by Winchester. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

5. Proposed Amendment to Holly Township Code of Ordinances Chapter II Township Board, Article III Officers and Employees, Division 2 Benefits, Section 2-83(a) Benefits.

- **Motion by Clerk Winchester to approve the Amendment to Holly Township Code of Ordinances Chapter II Township Board, Article III Officers and Employees, Division 2 Benefits, Section 2-83(a) Benefits.**
- **Supported by Trustee Matson A voice vote was taken. All present voted yes. The motion carried 7/0.**

6. Proposal for Short/Long Term Disability for Employees excluding Elected Officials.

- **Motion by Treasurer Ryan to approve Liberty Life Proposal for Short/Long Term Disability for Employees excluding Elected Officials at 66.67%. Supported by Clerk Winchester. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

7. Draft Facilities Use Policy.

The Board discussed the proposed policy and went over some key decisions that will need to be made.
The Board Took No Action.

8. Holiday Office Hours.

Supervisor Kullis explained that due to schedules over the holidays, one person would be in the building collecting taxes which is a safety concern and suggests closing the offices on December 29th and 30th which with the regularly scheduled Holidays off, will have the township offices closed between Christmas and New Years.

- **Motion by Kinnamon to approve closing the township offices on December 29th and 30th. Supported by Trustee Matson. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

PUBLIC COMMENT

No Public Comment.

9. Consider Closed Session to Discuss Attorney/Client Privileged Information per MCL 15.268 (1)(h).

- **Motion by Trustee Kinnamon at 8:25 pm to go into closed session to discuss attorney/client privileged information according to MCL 15.268 (1) (h). Supported by Trustee Kinnamon. A roll call vote was taken. All present voted yes. The motion carried 7/0.**
- **Motion by Treasurer Ryan at 9:19 pm to go back into open session Supported by Trustee Kinnamon. A voice vote was taken. All present voted yes. The motion carried 7/0.**

The Board took No Action.

ADJOURNMENT – Supervisor Kullis adjourned the meeting at 9:17 pm.

Karin Winchester, Clerk

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - GENERAL						
101-000-402-000	CURRENT TAX COLLECTION	487,065.00	0.00	0.00	487,065.00	0.00
101-000-434-000	MOBILE HOME FEES	1,800.00	0.00	0.00	1,800.00	0.00
101-000-445-000	PENALTIES & INTEREST	1,500.00	0.00	0.00	1,500.00	0.00
101-000-447-000	ADMINISTRATIVE FEE	175,919.00	129,889.62	1,112.26	46,029.38	73.83
101-000-448-000	SCHOOL COLLECTION	64,082.00	63,536.10	12,231.00	545.90	99.15
101-000-477-000	FRANCHISES FEES	58,000.00	13,807.74	13,748.42	44,192.26	23.81
101-000-522-000	COMMUNITY DEVELOPMENT - CDBG	6,650.00	0.00	0.00	6,650.00	0.00
101-000-528-000	FEDERAL GRANT - ARPA	132,000.00	47,121.00	47,121.00	84,879.00	35.70
101-000-573-000	LOCAL COMMUNITY STABILIZATION	1,800.00	0.00	0.00	1,800.00	0.00
101-000-574-000	STATE SHARED REVENUES	668,100.00	118,383.00	0.00	549,717.00	17.72
101-000-628-000	ZONING FEES	750.00	750.00	0.00	0.00	100.00
101-000-629-000	MINING FEES	5,750.00	1,590.00	0.00	4,160.00	27.65
101-000-630-000	PLANNING FEES	750.00	4,060.00	1,500.00	(3,310.00)	541.33
101-000-631-000	COPIES & PRINTED MATERIALS	300.00	110.00	2.00	190.00	36.67
101-000-665-000	INTEREST	25,000.00	11,868.44	2,493.59	13,131.56	47.47
101-000-670-000	BUILDING DEPT COST REIMBURSEMENT	65,766.00	27,402.50	5,480.50	38,363.50	41.67
101-000-671-000	BUILDING DEPARTMENT LEASE	18,000.00	7,500.00	1,500.00	10,500.00	41.67
101-000-677-000	NOCPA ADVANCE PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-678-000	MISCELLANEOUS	500.00	550.00	0.00	(50.00)	110.00
101-000-679-000	COMMISSIONS	3,850.00	0.00	0.00	3,850.00	0.00
101-000-693-000	SALE OF ASSETS	400,000.00	0.00	0.00	400,000.00	0.00
101-000-696-000	PROCEEDS FROM SALE OF BONDS	3,042,437.00	0.00	0.00	3,042,437.00	0.00
101-000-699-390	TRANSFER FROM FUND BALANCE	144,775.00	0.00	0.00	144,775.00	0.00
Total Dept 000 - GENERAL		5,304,794.00	426,568.40	85,188.77	4,878,225.60	8.04
TOTAL REVENUES		5,304,794.00	426,568.40	85,188.77	4,878,225.60	8.04
Expenditures						
Dept 101 - TOWNSHIP TRUSTEES						
101-101-702-000	SALARIES	13,400.00	2,940.00	0.00	10,460.00	21.94
101-101-715-000	SOCIAL SECURITY	1,025.00	224.91	0.00	800.09	21.94
101-101-830-000	DUES, SUBS & TUITION	1,000.00	0.00	0.00	1,000.00	0.00
101-101-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
Total Dept 101 - TOWNSHIP TRUSTEES		15,925.00	3,164.91	0.00	12,760.09	19.87
Dept 171 - SUPERVISOR						
101-171-702-000	SALARIES	82,033.00	34,180.40	6,836.08	47,852.60	41.67
101-171-713-000	HEALTH OPT OUT PAYMENT	4,800.00	2,000.00	400.00	2,800.00	41.67
101-171-715-000	SOCIAL SECURITY	6,645.00	2,767.80	553.56	3,877.20	41.65
101-171-830-000	DUES, SUBS & TUITION	1,500.00	402.00	0.00	1,098.00	26.80
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	0.00	0.00	1,000.00	0.00
Total Dept 171 - SUPERVISOR		96,978.00	39,350.20	7,789.64	57,627.80	40.58
Dept 172 - SUPERVISOR ADMINISTRATOR I						
101-172-702-000	SALARIES	10,137.84	10,137.84	0.00	0.00	100.00
101-172-715-000	SOCIAL SECURITY	775.55	775.55	0.00	0.00	100.00
101-172-830-000	DUES, SUBS & TUITION	0.00	0.00	0.00	0.00	0.00

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Fund 101 - GENERAL FUND						
Expenditures						
101-172-860-000	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-172-861-000	LODGING & EXPENSES	0.00	0.00	0.00	0.00	0.00
Total Dept 172 - SUPERVISOR ADMINISTRATOR I						
		10,913.39	10,913.39	0.00	0.00	100.00
Dept 215 - CLERK						
101-215-702-000	SALARIES	82,033.00	34,180.40	6,836.08	47,852.60	41.67
101-215-715-000	SOCIAL SECURITY	6,276.00	2,614.80	522.96	3,661.20	41.66
101-215-830-000	DUES, SUBS & TUITION	1,500.00	851.75	100.00	648.25	56.78
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	(6.75)	0.00	1,006.75	(0.68)
Total Dept 215 - CLERK						
		91,809.00	37,640.20	7,459.04	54,168.80	41.00
Dept 216 - CLERK ADMINISTRATION						
101-216-702-000	SALARIES	60,827.00	25,344.60	5,065.92	35,482.40	41.67
101-216-703-000	DEPUTY SALARY	1,200.00	500.00	100.00	700.00	41.67
101-216-715-000	SOCIAL SECURITY	4,746.00	1,977.10	395.42	2,768.90	41.66
101-216-830-000	DUES, SUBS & TUITION	1,500.00	200.00	100.00	1,300.00	13.33
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						
		70,273.00	28,021.70	5,664.34	42,251.30	39.88
Dept 247 - BOARD OF REVIEW						
101-247-702-000	SALARIES	1,500.00	38.00	0.00	1,462.00	2.53
101-247-715-000	SOCIAL SECURITY	115.00	2.91	0.00	112.09	2.53
101-247-830-000	DUES, SUBS & TUITION	500.00	0.00	0.00	500.00	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						
		2,415.00	40.91	0.00	2,374.09	1.69
Dept 253 - TREASURER						
101-253-702-000	SALARIES	82,033.00	34,180.40	6,836.08	47,852.60	41.67
101-253-715-000	SOCIAL SECURITY	6,276.00	2,614.80	522.96	3,661.20	41.66
101-253-830-000	DUES, SUBS & TUITION	1,500.00	306.00	55.00	1,194.00	20.40
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						
		91,809.00	37,101.20	7,414.04	54,707.80	40.41
Dept 255 - TREASURER ADMINISTRATION						
101-255-702-000	SALARIES	54,546.00	22,727.50	4,545.50	31,818.50	41.67
101-255-703-000	DEPUTY SALARY	1,200.00	500.00	100.00	700.00	41.67
101-255-715-000	SOCIAL SECURITY	4,264.00	1,776.90	355.38	2,487.10	41.67
101-255-830-000	DUES, SUBS & TUITION	1,500.00	705.00	55.00	795.00	47.00
101-255-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-255-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00

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Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 255 - TREASURER ADMINISTRATION		63,510.00	25,709.40	5,055.88	37,800.60	40.48
Dept 257 - ASSESSING						
101-257-802-000 CONTRACTED SERVICES		127,537.00	28,710.00	0.00	98,827.00	22.51
Total Dept 257 - ASSESSING		127,537.00	28,710.00	0.00	98,827.00	22.51
Dept 261 - CODE ENFORCEMENT						
101-261-802-000 CONTRACTED SERVICES		40,000.00	2,724.75	0.00	37,275.25	6.81
Total Dept 261 - CODE ENFORCEMENT		40,000.00	2,724.75	0.00	37,275.25	6.81
Dept 262 - ELECTIONS						
101-262-708-000 ELECTION SALARIES		35,000.00	(353.00)	(353.00)	35,353.00	(1.01)
101-262-740-000 OPERATING EXPENSES		20,000.00	2,500.00	2,500.00	17,500.00	12.50
Total Dept 262 - ELECTIONS		55,000.00	2,147.00	2,147.00	52,853.00	3.90
Dept 265 - TOWNSHIP PROPERTIES						
101-265-850-000 TELEPHONE		6,500.00	2,713.17	894.51	3,786.83	41.74
101-265-920-000 UTILITIES		10,800.00	3,970.28	667.11	6,829.72	36.76
101-265-930-000 MAINTENANCE & REPAIRS		50,000.00	20,104.58	5,016.66	29,895.42	40.21
Total Dept 265 - TOWNSHIP PROPERTIES		67,300.00	26,788.03	6,578.28	40,511.97	39.80
Dept 267 - ARPA OPERATING EXPENSES						
101-267-740-000 ARPA OPERATING EXPENSES		132,000.00	61,437.50	14,316.50	70,562.50	46.54
Total Dept 267 - ARPA OPERATING EXPENSES		132,000.00	61,437.50	14,316.50	70,562.50	46.54
Dept 272 - GENERAL SERVICES						
101-272-710-000 PENSION		43,485.00	16,508.45	3,098.93	26,976.55	37.96
101-272-720-000 HEALTH/LIFE INSURANCE		95,366.00	24,309.87	4,533.21	71,056.13	25.49
101-272-737-000 RETIREMENT HEALTH CARE FUNDING		0.00	0.00	0.00	0.00	0.00
101-272-740-000 OPERATING EXPENSES		35,000.00	11,582.10	1,760.96	23,417.90	33.09
101-272-801-000 ACCOUNTANT/AUDITOR		19,500.00	9,000.00	9,000.00	10,500.00	46.15
101-272-802-000 CONTRACTED SERVICES		56,002.61	425.00	(75.00)	55,577.61	0.76
101-272-804-000 ATTORNEY		50,000.00	21,206.15	5,218.50	28,793.85	42.41
101-272-816-000 COMPUTER MAINTENANCE		40,000.00	43,968.87	50.94	(3,968.87)	109.92
101-272-820-000 ORDINANCE CODIFICATION		7,000.00	1,246.87	0.00	5,753.13	17.81
101-272-830-000 DUES, SUBS & TUITION		8,000.00	7,737.54	0.00	262.46	96.72
101-272-900-000 LEGAL NOTICES		3,500.00	1,189.50	0.00	2,310.50	33.99
101-272-955-000 MISCELLANEOUS		500.00	0.00	0.00	500.00	0.00
101-272-956-000 INSURANCE		14,500.00	14,140.00	0.00	360.00	97.52
101-272-971-000 CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
101-272-991-000 DEBT SERVICE - TOWNSHIP HALL		200,840.00	0.00	0.00	200,840.00	0.00
101-272-995-206 TRANSFER TO FIRE SAD - ADVANCE		0.00	0.00	0.00	0.00	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		3,583,697.00	0.00	0.00	3,583,697.00	0.00
101-272-995-404 TRANSFERS TO ROAD IMPROVEMENT FUND		0.00	0.00	0.00	0.00	0.00

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Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 272 - GENERAL SERVICES		4,157,390.61	151,314.35	23,587.54	4,006,076.26	3.64
Dept 336 - PUBLIC SAFETY						
101-336-959-000	NOCFA CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
Total Dept 336 - PUBLIC SAFETY		0.00	0.00	0.00	0.00	0.00
Dept 441 - PUBLIC WORKS						
101-441-821-000	CEMETERY	5,000.00	3,380.00	(80.00)	1,620.00	67.60
101-441-822-000	CLEANUP DAYS	10,000.00	3,953.25	0.00	6,046.75	39.53
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	20,216.00	0.00	4,784.00	80.86
101-441-826-000	ROAD MAINT.-CHLORIDE	86,800.00	52,077.60	0.00	34,722.40	60.00
101-441-990-000	N. HOLLY RD. PROJECT	37,500.00	0.00	0.00	37,500.00	0.00
Total Dept 441 - PUBLIC WORKS		164,300.00	79,626.85	(80.00)	84,673.15	48.46
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 677 - GRANTS						
101-677-802-000	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
Total Dept 677 - GRANTS		0.00	0.00	0.00	0.00	0.00
Dept 701 - PLANNING						
101-701-702-000	SALARIES	9,035.00	1,705.00	0.00	7,330.00	18.87
101-701-715-000	SOCIAL SECURITY	692.00	130.45	0.00	561.55	18.85
101-701-802-000	CONTRACTED SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
101-701-811-000	PLANNER SERVICES	54,000.00	6,785.00	0.00	47,215.00	12.56
101-701-812-000	ENGINEER SERVICES	2,000.00	8,651.73	1,344.00	(6,651.73)	432.59
101-701-830-000	DUES, SUBS & TUITION	1,000.00	452.13	0.00	547.87	45.21
101-701-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
Total Dept 701 - PLANNING		69,227.00	17,724.31	1,344.00	51,502.69	25.60
Dept 702 - ZONING ADMINISTRATION						
101-702-702-000	SALARIES	8,000.00	3,333.35	666.67	4,666.65	41.67
101-702-715-000	SOCIAL SECURITY	612.00	255.00	51.00	357.00	41.67
101-702-802-000	CONTRACTED SERVICES	26,000.00	3,652.50	0.00	22,347.50	14.05
101-702-830-000	DUES, SUBS & TUITION	500.00	0.00	0.00	500.00	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 ADMINISTRATION		36,412.00	7,240.85	717.67	29,171.15	19.89

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND							
Expenditures							
Dept 703 - COMMUNITY DEVELOPMENT							
101-703-956-000	COMMUNITY DEVELOPMENT - CDBG	6,650.00	0.00	0.00	6,650.00	0.00	0.00
Total Dept 703 - COMMUNITY DEVELOPMENT		6,650.00	0.00	0.00	6,650.00	0.00	0.00
Dept 704 - ZONING BOARD OF APPEALS							
101-704-702-000	SALARIES	505.00	0.00	0.00	505.00	0.00	0.00
101-704-715-000	SOCIAL SECURITY	40.00	0.00	0.00	40.00	0.00	0.00
101-704-802-000	CONTRACTED SERVICES	300.00	0.00	0.00	300.00	0.00	0.00
101-704-830-000	DUES, SUBS & TUITION	500.00	322.87	0.00	177.13	64.57	0.00
101-704-860-000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00	0.00
Total Dept 704 - ZONING BOARD OF APPEALS		1,845.00	322.87	0.00	1,522.13	17.50	0.00
TOTAL EXPENDITURES		5,304,794.00	563,478.42	81,993.93	4,741,315.58	10.62	0.00
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,304,794.00	426,568.40	85,188.77	4,878,225.60	8.04	0.00
TOTAL EXPENDITURES		5,304,794.00	563,478.42	81,993.93	4,741,315.58	10.62	0.00
NET OF REVENUES & EXPENDITURES		0.00	(136,910.02)	3,194.84	136,910.02	100.00	0.00
BEG. FUND BALANCE		1,494,588.65	1,494,588.65				
NET OF REVENUES/EXPENDITURES - 2024-25			(178,749.53)		(178,749.53)		
END FUND BALANCE		1,494,588.65	1,178,929.10				

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP
PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BUDGET USED
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT						
Revenues						
Dept 000 - GENERAL						
206-000-451-000	SPECIAL ASSESSMENT COLLECTION	1,239,746.00	0.00	0.00	1,239,746.00	0.00
206-000-665-000	INTEREST	100.00	11.93	2.12	88.07	11.93
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		1,239,846.00	11.93	2.12	1,239,834.07	0.00
Dept 338 - FIRE AND EMERGENCY						
206-338-699-000	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 338 - FIRE AND EMERGENCY		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,239,846.00	11.93	2.12	1,239,834.07	0.00
Expenditures						
Dept 338 - FIRE AND EMERGENCY						
206-338-740-000	OPERATING EXPENSES	1,100.00	420.70	101.83	679.30	38.25
206-338-802-000	CONTRACTED SERVICES - NOCFA	1,130,575.00	591,505.00	0.00	539,070.00	52.32
206-338-971-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
206-338-995-101	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
206-338-995-390	TRANSFER TO FUND BALANCE	108,171.00	0.00	0.00	108,171.00	0.00
Total Dept 338 - FIRE AND EMERGENCY		1,239,846.00	591,925.70	101.83	647,920.30	47.74
TOTAL EXPENDITURES		1,239,846.00	591,925.70	101.83	647,920.30	47.74
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:						
TOTAL REVENUES		1,239,846.00	11.93	2.12	1,239,834.07	0.00
TOTAL EXPENDITURES		1,239,846.00	591,925.70	101.83	647,920.30	47.74
NET OF REVENUES & EXPENDITURES			(591,913.77)	(99.71)	591,913.77	100.00
BEG. FUND BALANCE		432,912.49	432,912.49			
NET OF REVENUES/EXPENDITURES - 2024-25		432,912.49	13,298.66			
END FUND BALANCE		432,912.49	(145,702.62)		13,298.66	

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE 11/30/2025	ACTIVITY FOR MONTH 11/30/2025	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL			NORMAL	ABNORMAL	
Fund 249 - BUILDING								
Revenues								
Dept 000 - GENERAL								
249-000-476-000	LICENSES & PERMITS	100,000.00		61,423.17	7,033.92	38,576.83	61.42	
249-000-665-000	INTEREST	1,649.00		1,561.83	199.97	87.17	94.71	
249-000-699-390	TRANSFER FROM FUND BALANCE	40,617.00		0.00	0.00	40,617.00	0.00	
Total Dept 000 - GENERAL		142,266.00		62,985.00	7,233.89	79,281.00	44.27	
TOTAL REVENUES		142,266.00		62,985.00	7,233.89	79,281.00	44.27	
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	9,000.00		9,434.60	1,494.00	(434.60)	104.83	
249-371-805-000	BUILDING INSPECTOR	25,000.00		20,771.70	2,262.86	4,228.30	83.09	
249-371-806-000	ELECTRICAL INSPECTOR	8,000.00		6,187.80	1,221.60	1,812.20	77.35	
249-371-807-000	MECHANICAL INSPECTOR	10,000.00		6,216.60	957.00	3,783.40	62.17	
249-371-808-000	PLUMBING INSPECTOR	6,000.00		4,177.80	336.60	1,822.20	69.63	
249-371-830-000	DUES, SUBS & TUITION	500.00		0.00	0.00	500.00	0.00	
249-371-860-000	MILEAGE REIMBURSEMENT	0.00		0.00	0.00	0.00	0.00	
249-371-941-000	LEASE PAYMENT	18,000.00		7,500.00	1,500.00	10,500.00	41.67	
249-371-942-000	LABOR DUE TO GENERAL FUND	65,766.00		27,402.50	5,480.50	38,363.50	41.67	
249-371-955-000	MISCELLANEOUS	0.00		0.00	0.00	0.00	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		142,266.00		81,691.00	13,252.56	60,575.00	57.42	
TOTAL EXPENDITURES		142,266.00		81,691.00	13,252.56	60,575.00	57.42	
Fund 249 - BUILDING:								
TOTAL REVENUES		142,266.00		62,985.00	7,233.89	79,281.00	44.27	
TOTAL EXPENDITURES		142,266.00		81,691.00	13,252.56	60,575.00	57.42	
NET OF REVENUES & EXPENDITURES		0.00		(18,706.00)	(6,018.67)	18,706.00	100.00	
BEG. FUND BALANCE		137,558.17		137,558.17				
NET OF REVENUES/EXPENDITURES - 2024-25				(26,230.61)		(26,230.61)		
END FUND BALANCE		137,558.17		92,621.56				

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
Dept 000 - GENERAL						
401-000-665-000	INTEREST	0.00	21,684.45	3,958.80	(21,684.45)	100.00
401-000-699-000	TRANSFERS FROM OTHER FUNDS	3,752,003.00	0.00	0.00	3,752,003.00	0.00
401-000-699-390	TRANSFER FROM FUND BALANCE	1,247,997.00	0.00	0.00	1,247,997.00	0.00
Total Dept 000 - GENERAL		5,000,000.00	21,684.45	3,958.80	4,978,315.55	0.43
TOTAL REVENUES		5,000,000.00	21,684.45	3,958.80	4,978,315.55	0.43
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	5,000,000.00	17,792.42	4,622.42	4,982,207.58	0.36
401-901-974-000	FARMSTEAD PROJECT	0.00	0.00	0.00	0.00	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		5,000,000.00	17,792.42	4,622.42	4,982,207.58	0.36
TOTAL EXPENDITURES		5,000,000.00	17,792.42	4,622.42	4,982,207.58	0.36
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		5,000,000.00	21,684.45	3,958.80	4,978,315.55	0.43
TOTAL EXPENDITURES		5,000,000.00	17,792.42	4,622.42	4,982,207.58	0.36
NET OF REVENUES & EXPENDITURES		0.00	3,892.03	(663.62)	(3,892.03)	100.00
BEG. FUND BALANCE		749,931.17	749,931.17			
NET OF REVENUES/EXPENDITURES - 2024-25			528,749.30			
END FUND BALANCE		749,931.17	1,282,572.50		528,749.30	

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	11/30/2025	INCREASE (DECREASE)	MONTH 11/30/2025	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Fund 403 - CAPITAL GRANT FUND									
Revenues									
Dept 000 - GENERAL									
403-000-665-000	INTEREST	0.00		2,968.86	353.97		(2,968.86)	100.00	
403-000-674-000	CHARLES MOTT GRANT FUNDS	0.00		15,133.32	0.00		(15,133.32)	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	18,000.00		21,020.94	0.00		(3,020.94)	116.78	
403-000-699-390	TRANSFER FROM FUND BALANCE	225,545.00		0.00	0.00		225,545.00	0.00	
Total Dept 000 - GENERAL		243,545.00		39,123.12	353.97		204,421.88	16.06	
TOTAL REVENUES									
		243,545.00		39,123.12	353.97		204,421.88	16.06	
Expenditures									
Dept 903 - CAPITAL OUTLAY									
403-903-976-000	CAPITAL OUTLAY - CHARLES MOTT GRANT	0.00		0.00	0.00		0.00	0.00	
403-903-977-000	CAPITAL OUTLAY - GLEN MEADE TRUST GRANT	225,545.00		58,038.42	881.30		167,506.58	25.73	
403-903-978-000	CAPITAL OUTLAY - COMMUNITY FOUNDATION	18,000.00		14,264.00	0.00		3,736.00	79.24	
Total Dept 903 - CAPITAL OUTLAY		243,545.00		72,302.42	881.30		171,242.58	29.69	
TOTAL EXPENDITURES									
		243,545.00		72,302.42	881.30		171,242.58	29.69	
Fund 403 - CAPITAL GRANT FUND:									
TOTAL REVENUES									
		243,545.00		39,123.12	353.97		204,421.88	16.06	
TOTAL EXPENDITURES									
		243,545.00		72,302.42	881.30		171,242.58	29.69	
NET OF REVENUES & EXPENDITURES									
		0.00		(33,179.30)	(527.33)		33,179.30	100.00	
BEG. FUND BALANCE									
		243,461.67		243,461.67					
NET OF REVENUES/EXPENDITURES - 2024-25									
				(1,575.32)			(1,575.32)		
END FUND BALANCE									
		243,461.67		208,707.05					

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 404 - ROAD IMPROVEMENTS						
Revenues						
Dept 000 - GENERAL						
404-000-665-000	INTEREST	0.00	3,009.10	563.66	(3,009.10)	100.00
404-000-699-101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
404-000-699-390	TRANSFER FROM FUND BALANCE	168,306.00	0.00	0.00	168,306.00	0.00
Total Dept 000 - GENERAL						
		168,306.00	3,009.10	563.66	165,296.90	1.79
TOTAL REVENUES						
		168,306.00	3,009.10	563.66	165,296.90	1.79
Expenditures						
Dept 404 - ROAD IMPROVEMENT FUND						
404-404-995-390	TRANSFER TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00
404-404-995-401	TRANSFER TO CAPITAL PROJECT FUND	168,306.00	0.00	0.00	168,306.00	0.00
Total Dept 404 - ROAD IMPROVEMENT FUND						
		168,306.00	0.00	0.00	168,306.00	0.00
TOTAL EXPENDITURES						
		168,306.00	0.00	0.00	168,306.00	0.00
Fund 404 - ROAD IMPROVEMENTS:						
TOTAL REVENUES		168,306.00	3,009.10	563.66	165,296.90	1.79
TOTAL EXPENDITURES		168,306.00	0.00	0.00	168,306.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,009.10	563.66	(3,009.10)	100.00
BEG. FUND BALANCE		61,884.82	61,884.82			
NET OF REVENUES/EXPENDITURES - 2024-25			107,041.36		107,041.36	
END FUND BALANCE		61,884.82	171,935.28			
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		12,341,420.00	558,526.68	99,379.99	11,782,893.32	4.53
NET OF REVENUES & EXPENDITURES		12,341,420.00	1,328,605.65	100,852.04	11,012,814.35	10.77
BEG. FUND BALANCE - ALL FUNDS		0.00	(770,078.97)	(1,472.05)	770,078.97	100.00
END FUND BALANCE - ALL FUNDS		3,316,739.55	3,316,739.55			
		3,316,739.55	3,011,754.11			

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INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP
 POST DATES 11/20/2025 - 12/17/2025
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
Fund 101 GENERAL FUND			
Dept 257 ASSESSING			
101-257-802-000	CONTRACTED SERVICES	DEC 25-ASSESSING SERVICES	9,570.00
			9,570.00
Dept 261 CODE ENFORCEMENT			
101-261-802-000	CONTRACTED SERVICES	SEP 25 - CODE ENFORCEMENT SERVICES	3,021.75
101-261-802-000	CONTRACTED SERVICES	OCT 25 - CODE ENFORCEMENT SERVICES	2,907.00
101-261-802-000	CONTRACTED SERVICES	NOV 25- CODE ENFORCMENT SERVICES	2,027.25
			7,956.00
Dept 265 TOWNSHIP PROPERTIES			
101-265-850-000	TELEPHONE	NOV 25-PROFESSIONAL SERVICES	75.00
101-265-850-000	TELEPHONE	DEC 25	411.73
101-265-920-000	UTILITIES	NOV 25-120 S. SAGINAW ST	493.14
101-265-920-000	UTILITIES	NOV 25-4092 GRANGE HALL RD	333.42
101-265-920-000	UTILITIES	NOV 25-13409 N. HOLLY RD	11.01
101-265-920-000	UTILITIES	NOV 25-13465 N. HOLLY RD	9.25
101-265-920-000	UTILITIES	MOV 25-4092 GRANGE HALL RD	37.05
101-265-920-000	UTILITIES	NOV 25-102 CIVIC DR	59.72
101-265-930-000	MAINT & REPAIRS - FARMSTEAD	OCT 25-LAWN MAINTENANCE	900.00
101-265-930-000	MAINTENANCE & REPAIRS	AUG, SEP, OCT 2025-V/L FISH LAKE RD	360.00
101-265-930-000	MAINTENANCE & REPAIRS	AUG,SEP,OCT 2025- KAYAK PARK	380.00
101-265-930-000	MAINTENANCE & REPAIRS	AUG,SEP,OCT 2025-DAWSON TIRE	845.00
101-265-930-000	MAINTENANCE & REPAIRS	OFFICE MISC	126.00
101-265-930-000	MAINTENANCE & REPAIRS	WATER HEATER MAINTENANCE	139.00
101-265-930-000	MAINT & REPAIRS - FARMSTEAD	NOV 25 LAWN MAINTENANCE	375.00
			4,555.32
Dept 272 GENERAL SERVICES			
101-272-740-000	OPERATING EXPENSES	DEC 25-RED INK	127.80
101-272-740-000	OPERATING EXPENSES	NOV 25- COPIER RENTAL	142.18
101-272-740-000	OPERATING EXPENSES	OCT 25- COPIER RENTAL	149.29
101-272-740-000	OPERATING EXPENSES	DEC 25	208.63
101-272-740-000	OPERATING EXPENSES	NOV 25-SUPPLIES	110.66
101-272-740-000	OPERATING EXPENSES	NOV 25-WATER	30.45
101-272-740-000	OPERATING EXPENSES	NOV 25-WATER COOLER RENTAL	14.00

12/11/2025

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP
 POST DATES 11/20/2025 - 12/17/2025
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
101-272-740-000	OPERATING EXPENSES	2025 WINTER TAX BILL- COUNTY DRAIN	141.32
101-272-740-000	OPERATING EXPENSES	NOV 25 STATEMENT-COPIES	24.90
101-272-801-000	ACCOUNTANT/AUDITOR	2025 AUDIT	9,000.00
101-272-801-000	ACCOUNTANT/AUDITOR	2025 AUDIT	10,000.00
101-272-804-000	ATTORNEY	OCT 2025-HOLLY TOWNSHIP	4,020.00
101-272-804-000	ATTORNEY	OCT 2025-RON DENNIS	330.00
101-272-804-000	ATTORNEY	OCT 2025-GILLESPIE	808.50
101-272-804-000	ATTORNEY	OCT 2025-ORDINANCE ENFORCEMENT	60.00
101-272-804-000	ATTORNEY	NOV 25-HOLLY TOWNSHIP	2,520.00
101-272-804-000	ATTORNEY	NOV 25-RON DENNIS	1,006.50
101-272-804-000	ATTORNEY	NOV 25-GILLESPIE	1,402.50
101-272-804-000	ATTORNEY	NOV 25- ORDINANCE ENFORCEMENT	30.00
101-272-816-000	COMPUTER MAINTENANCE	DEC 25	29.75
101-272-900-000	LEGAL NOTICES	NOV 25-PUBLICATIONS	741.00
			<u>30,897.48</u>

Dept 441 PUBLIC WORKS

101-441-821-000	CEMETERY	TREE WORK AT THE CEMETERY	400.00
101-441-821-000	CEMETERY	CEMETERY-FALLEN TREE CLEANUP	1,150.00
			<u>1,550.00</u>

Dept 701 PLANNING

101-701-802-000	CONTRACTED SERVICES - Z	SEP 25	2,415.00
101-701-802-000	CONTRACTED SERVICES- Z	OCT 25	4,160.00
101-701-802-000	CONTRACTED SERVICES - Z	NOV 25	2,685.00
101-701-811-000	PLANNER SERVICES	SEP 25	1,072.50
101-701-811-000	PLANNER SERVICES	OCT 25	450.00
101-701-811-000	PLANNER SERVICES	NOV 25	1,550.00
101-701-811-000	PLANNER SERVICES	NOV 25	720.00
101-701-812-000	ENGINEER SERVICES	NOV 22-GILLISPIE	588.00
			<u>13,640.50</u>

 68,169.30

Fund 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT

Dept 338 FIRE AND EMERGENCY

206-338-740-000	WELL HYDRANT	NOV 25-2413 BELFORD RD	29.07
206-338-740-000	WELL HYDRANT	NOV 25- 4485 NELSON SCOTT DR	33.83

12/11/2025

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP
 POST DATES 11/20/2025 - 12/17/2025
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Invoice Description	Amount
206-338-740-000	WELL HYDRANT	NOV 25-13323 FISH LAKE RD	29.07
			91.97
			<u>91.97</u>

Fund 249 BUILDING

Dept 371 BUILDING INSPECTION

249-371-740-000	OPERATING EXPENSES	11/17/25 - 11/20/25	414.00
249-371-740-000	OPERATING EXPENSES	NOV 25 BUILDING DEPT FILE MAINTENANCE	360.00
249-371-740-000	OPERATING EXPENSES	DEC 25 BUILDING DEPT FILE MAINTENANCE	468.00
249-371-740-000	OPERATING EXPENSES	NOV 25-SUPPLIES	260.45
249-371-740-000	OPERATING EXPENSES	DEC 25 BUILDING DEPT FILE MAINTENANCE	351.00
249-371-805-000	BUILDING INSPECTOR	11/01/25 - 11/15/25	1,008.91
249-371-805-000	BUILDING INSPECTOR	11/16/25 - 11/30/25	1,188.04
249-371-806-000	ELECTRICAL INSPECTOR	11/01/25 - 11/15/25	605.40
249-371-806-000	ELECTRICAL INSPECTOR	11/16/25 - 11/30/25	406.80
249-371-807-000	MECHANICAL INSPECTOR	11/01/25 - 11/15/25	638.40
249-371-807-000	MECHANICAL INSPECTOR	11/16/25 - 11/30/25	408.00
249-371-808-000	PLUMBING INSPECTOR	11/01/25 - 11/15/25	82.80
249-371-808-000	PLUMBING INSPECTOR	11/16/25 - 11/30/25	51.00
			<u>6,242.80</u>
			<u>6,242.80</u>

Fund 101 GENERAL FUND 68,169.30

Fund 206 FIRE AND EMERGENCY SPECIAL AS 91.97

Fund 249 BUILDING 6,242.80

Total For All Funds:	<u>74,504.07</u>
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NORTH OAKLAND COUNTY FIRE AUTHORITY
Special Meeting - Board of Directors
November 12, 2025
MINUTES

Location: Holly Township Hall (Upstairs), 102 Civic Drive, Holly, MI 48442

CALL TO ORDER: Chairperson Kullis called the meeting to order at 4:00 pm.

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

MEMBERS ABSENT: None

OTHERS: Atty. Lauer

AGENDA APPROVAL

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

PUBLIC COMMENT – ON AGENDA ITEMS ONLY – No public comment

BUSINESS

1. Consider closed session to discuss strategy and negotiation in connection with the NOCFA Collective Bargaining Agreement in accordance with MCL 15.268(1)(c)

Motion by Winchester to go into closed session at 4:02 pm to discuss strategy and negotiation in connection with the NOCFA Collective Bargaining Agreement in accordance with MCL 15.268(1)(c). Supported by Stilwell. A roll call vote was taken. All present voted yes. The motion was carried 5/0.

The board came out of closed session and entered into open session at 6:04 pm

2. 2026 Proposed NOCFA Budget – Proposed Resolution 2025-03

The total proposed budget for January 1, 2026 – December 31, 2026 is \$3,008,754.00. Township contributions are as follows: Holly = \$1,243,327.00 and Rose = \$1,243,327.00.

Motion by Stilwell to approve Proposed Resolution 2025-03 , the North Oakland County Fire Authority 2026 Budget as presented. Supported by Johnson. A roll call vote was taken. All present voted yes. The motion was carried 5/0.

PUBLIC COMMENT - None

ADJOURNMENT – Chairperson Kullis adjourned the meeting at 6:07 pm.

Submitted by: Diane Hill, Recording Secretary

10/23/2025

Holly Township
Planning Commission – Regular Meeting
Minutes of November 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

ROLL CALL

Present

Glen Mitchell, Michael McCanney, Ben Armstead, Ray Kerton, Chuck Stoner, Leslie Jorgensen and Derek Sommer.

Members Absent

Ben Armstead.

Others Present

Alexis Farrell Rodriguez, Planner and Clerk Winchester.

- **Motion by Commissioner Kerton to excuse Commissioner Armstead. Supported by Commissioner McCanney. A voice vote was taken. All present voted yes. The motion carried 6/0.**

AGENDA APPROVAL

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

PUBLIC COMMENT – For Items on the Agenda Only: No Public Comment.

James Gross, Dixie Hwy. addressed the commission.
Steven Ball, Dixie Hwy. addressed the commission.
Wendy Antcliff, Dixie Hwy. addressed the commission.

PUBLIC HEARINGS: Rezoning request for Anthony Reed (AR Real Estate) to rezone from AGRE (Agricultural Residential min 5 acres) to C2 for Parcel ID # 01-01-326-005 11533 Dixie Hwy., Holly MI 48442.

- **Motion by Commissioner Sommer to open the public Hearing. Supported by Commissioner Kerton. A voice vote was taken. All present voted yes. The motion carried 6/0.**

James Gross, Dixie Hwy., said that in addition to his previous comments, he felt there was a large amount of commercial property to the north which is more than enough commercial property to meet the needs of the township for many years to come. It should not be placed at 11533 Dixie Hwy. Commercial and industrial should be further north.

Steven Ball, Dixie Hwy. feels his property and the neighbor's property would be devastated having a commercial property right next to theirs. They have invested a lot and asked for that to be considered.

Jeff Antcliff, Dixie Hwy. moved out of the City of Flint 10 years ago to his property on Dixie Hwy for peace and quiet. Unfortunately, Shannon was built across the street, and all those woods are gone and all they have now is the woods behind them. They are woods people, outdoor people, dog people. He has been a police officer for 33 years and he knows what kind of clientele may show up. He doesn't know what kind of business they are trying to put in. His question was answer that it is a car wash. That is a good example, a lot of drug deals happen at car washes, all kinds of bad things happen at car washes, not just in the City of Flint. Having this in the middle of the country is a perfect spot for drug dealers to meet coming from Pontiac. His neighbors just moved there, and they have a little kid, building their family, they don't want the riff raff that comes along with that type of property.

Val Bouchard, Dixie Hwy. has lived in the area for a little over 25 years and she opposes it for a lot of reasons. She can understand why the people would want to do it. There could be worse things like CBD Dispensaries. She agrees with everything James Gross stated. She is especially concerned with the ground water and the contamination the car wash would have. There is not a drainage system there to handle that and she is concerned about chemicals seeping into the ground water. She lives across from Shannon and saw all of the thousands of trees taken down. She understands progress happens and needs to happen, but that there has been enough progress and we don't need it anymore. It would be nice for this not to come in, especially for the young family and all of us residents. She is very concerned about property values as well and wants peace and quiet. It would be an easy place for criminals being right off I75. It would not be good for the area and implores the commission not to do it. Before Shannon Industries was built, you could look at the beautiful sky and see the stars, now she has to put up shades to block the lighting. She has also been dealing for 25 years with the gravel pit trucks driving on Belford Rd. They should enter and exit off Dixie Hwy. RCOC finally came and installed an apron at the entrance at Belford from Dixie Hwy. She agrees with James Gross and the officer, and she stands against it.

- **Motion by Commissioner Sommer to close the public Hearing. Supported by Commissioner Stoner. A voice vote was taken. All present voted yes. The motion carried 6/0.**

APPROVAL OF MINUTES – October 8, 2025

- **Motion by Commissioner Sommer to approve October 8, 2025 minutes. Supported by Commissioner Kerton. A voice vote was taken. All present voted yes. The motion carried 6/0.**

COMMUNICATIONS: None.

OLD BUSINESS: None.

NEW BUSINESS

1. Rezoning request for Anthony Reed (AR Real Estate) to rezone from AGRE (Agricultural Residential min 5 acres) to C2 for Parcel ID # 01-01-326-005 11533 Dixie Hwy., Holly MI 48442.

There was a lot of discussion between the commission and the planner regarding considerations for rezonings and the process.

- **Commissioner Stoner moved to recommend approval of the rezoning request from Anthony Reed from AGRE, Agricultural Residential district to the C-2, General Commercial district for parcel number 01-01-326- 005 located on Dixie Highway to the Holly Township Board, based on the findings of fact that:**
 - a. **The 2024 Holly Township Master Plan designates the future use of the site as Commercial Center, which aligns with the requested C-2 General Commercial District in the Zoning Plan;**
 - b. **The physical aspects of the site make it suitable for commercial development, given its location along a major thoroughfare, access to public utilities, and compliance with dimensional requirements of the C-2 General Commercial District;**
 - c. **The site is currently nonconforming with the dimensional requirements of the AGRE Agricultural Residential District, and rezoning it to C-2 General Commercial District would eliminate its nonconforming status;**
 - d. **The site has the potential to meet the full site development standards of Chapter 32 of the Holly Code of Ordinance. Site plan review by the Planning Commission will be required in the future which will ensure compatibility with the surrounding area**

Supported by Commissioner Kerton. A roll vote was taken. Kerton; yes, McCanney; no, Stoner; yes, Jorgensen; no, Sommer; yes, Mitchell; yes. The motion carried 4/2.

REPORTS: None.

PUBLIC COMMENT:

Steven Ball, Dixie Hwy. addressed the commission.

Val Bouchard, Dixie Hwy. addressed the commission.

Wendy Antcliff, Dixie Hwy. addressed the commission.

ADJOURNMENT

- **Motion by Commissioner Stoner to adjourn the meeting. Supported by Commissioner Jorgensen. A voice vote was taken. All present voted yes. The motion carried 6/0.**

ADJOURNMENT – Commissioner Mitchell adjourned the meeting at 8:08 pm.

Karin S. Winchester, Clerk

Revenue Totals Report

12/09/2025

Record Type	Exact Type	Category	Description	Entries	Amount
Permit	Building	Commercial	ADDITION TO POLE BARN	1	186.00
Permit	Building	Commercial	Commercial Base Permit Fee	2	200.00
Permit	Building	Registration Fee	Registration - Builder	1	15.00
Permit	Building	Residential	PLAN REVIEW	7	455.00
Permit	Building	Residential	Res, Garage	3	216.75
Permit	Building	Residential	Res, Porch/Deck/Balcony	2	90.00
Permit	Building	Residential	Res, Remodel	2	114.17
Permit	Building	Residential	Residential New SF	3	1,653.00
Permit	Building	Standard Item	Base fee	6	450.00
Permit	Electrical	Inspection	Inspection, Additional	1	130.00
Permit	Electrical	Inspection	INSPECTION, SERVICE	2	150.00
Permit	Electrical	Inspection	NEW SF DWELLING UP TO 200 AMPS	1	275.00
Permit	Electrical	License Fee	Registration - Electrical	3	45.00
Permit	Electrical	Service	Service, 15 thru 200 amps	3	105.00
Permit	Electrical	Standard Item	Circuit	3	182.00
Permit	Electrical	Standard Item	Furnace	1	10.00
Permit	Electrical	Standard Item	Motor, 1 - 20 KVA/HP	1	15.00
Permit	Electrical	Standard Item	NEW SF DWELLING UP TO 150 AMPS	1	250.00
Permit	Electrical	Standard Item	PERMIT BASE FEE	5	375.00
Permit	Electrical	Standard Item	Trench	3	150.00
Permit	Mechanical	Cooling	CENTRAL A/C UP TO 8 HP	1	45.00
Permit	Mechanical	Cooling	Evaporator Coil	1	35.00
Permit	Mechanical	Duct	DUCT SYSTEM OR HYDRONIC HEAT	1	25.00
Permit	Mechanical	Heating	GAS OR SOLID FUEL MANUFACT FIREP	1	25.00
Permit	Mechanical	Inspection	Inspection, Additional	1	65.00
Permit	Mechanical	License Fee	Registration - Mechanical	1	15.00
Permit	Mechanical	Piping	Piping, Gas, per Outlet	2	16.00
Permit	Mechanical	Standard Item	Damper, Flue/Vent	1	8.00
Permit	Mechanical	Standard Item	FUEL BURNING EQUIPMENT	3	135.00
Permit	Mechanical	Standard Item	Permit Base Fee	5	375.00
Permit	Mechanical	Standard Item	Res, New SF Dwelling	4	1,000.00
Permit	Plumbing	License Fee	Registration - Master Plumber	1	15.00
Permit	Plumbing	Standard Item	Fixture	1	32.00
Permit	Plumbing	Standard Item	Meter, Sprinkler	1	10.00
Permit	Plumbing	Standard Item	Permit Base Fee	2	150.00
Permit	Plumbing	Standard Item	Stack	1	16.00
Totals				78	7,033.92

Population: All Records

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



December 17, 2025

Holly Township
102 Civic Drive
Holly, Michigan 48442

Dear Mr. Kullis,

McCarthy & Smith, Inc. is pleased to submit our Construction Management Services Proposal for the new Holly Township Hall project.

As a local, family-owned firm, we take great pride in serving public and institutional clients. More than 90% of our work is dedicated to providing construction management services for libraries, municipal buildings, educational facilities, and other public institutions. Our approach centers on listening, collaborating, and delivering thoughtful solutions that support the long-term success of each project we undertake.

We are excited about the opportunity to partner with Holly Township on this important development of the new Township Hall. With more than 60 years of construction management experience, including substantial experience with municipal and community-driven projects, we understand that a Township Hall is much more than just a building. It is a civic space that supports governance, public service, and community connection for generations to come. We are confident that, together, we can effectively navigate the complexities of design and construction and deliver a facility that Holly Township will be proud to call home.

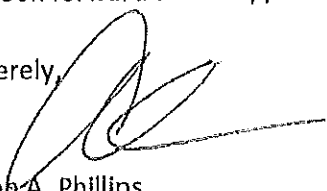
The following illustrates an overview of initial costs that support the Preconstruction effort, along with the Construction Management Fee:

1. Preconstruction Phase Services (see attached): \$36,000.00
2. Construction Management Fee (overhead and profit): 2.45% (of hard construction costs)

Construction Services Phase will be developed during the Preconstruction Phase Services. This will include staffing reimbursable costs, general conditions, insurance and bond costs.

We look forward to the opportunity to build this remarkable project together.

Sincerely,



Aaron A. Phillips
Project Director
McCarthy & Smith, Inc.

**Holly Township - New Township Hall Project
Construction Management Services
Preconstruction Phase Fee Schedule
December 17, 2025**

Team	Principal	Project Director	Project Manager	Assistant PM	Clerical	Estimator
1 A/E Team Selection/Formation (RFP)						
RFP Creation/Distribution/Solicitation		8				
RFP Interviews/Selection		10				
Subtotal	0	18	0	0	0	0
2 Project Kick Off (February 2026)						
Meet to Discuss Process/Develop Plan		2	2	2		
Subtotal	0	2	2	2	0	0
3 Schematic Design Estimating (May '26 - June '26)						
Estimate		2	2			50
Estimate Review & Page Turn		1	1			4
Modification of Package		1	1			2
Subtotal	0	4	4	0	0	56
4 Design Development Estimating (Sep. '26 - Oct. '26)						
Estimate		2	2			40
Estimate Review & Page Turn		1	1			4
Modification of Package		1	1			2
Subtotal	0	4	4	0	0	46
5 Construction Documents Review (December 2026)						
A/E Prepares Construction Documents						
Final Review of Construction Documents		2	2	2		
Subtotal	0	2	2	2	0	0
6 Bid & Award (Jan. '27 - Feb. '27)						
Bid Package Creation		20	2	2	2	
Bid Solicitation		4	4	4	2	
Bid Opening		1	1			
Post Bid Interviews		2	26	2		
Award Recommendation Package Creation		2	2			
Award Recommendation Package Draft Review	1	1	1			
Award Package Presentation		2	2			
Subtotal	1	32	38	8	4	0
7 Summary						
Total Hours	1	62	50	12	4	102
Billing Rates	\$ 235.00	\$ 167.00	\$ 108.00	\$ 90.00	\$ 40.00	\$ 185.00
Cost	\$ 235.00	\$ 10,354.00	\$ 5,400.00	\$ 1,080.00	\$ 160.00	\$ 18,870.00
Cost						\$ 36,099.00
Rounded						\$ 36,000.00

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



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

**RESOLUTION 2025-20:
RESOLUTION OF SUPPORT FOR ROSE HILL CENTER 5K WALK**

WHEREAS, Rose Hill Center has requested to be support for their Hope in Motion 5K Run on October 10, 2026 in Holly Township for the purpose of obtaining a Road Closure Permit from the Road Commission of Oakland County.

NOW THEREFORE LET IT BE RESOLVED that the Holly Township Board of Trustees hereby supports Rose Hill Centers Hope in Motion 5K Run in Holly Township.

ADOPTED by the Holly Township Board of Trustees this 17th day of December, 2025.

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

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of the Township of Holly, Oakland County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting held on the 17th day of December, 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

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



George A. Kullis, Supervisor
Karin S. Winchester, Clerk
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Ryan Matson, Trustee
Michael McCanney
Richard Kinnamon

RESOLUTION 2025-20:
RESOLUTION OF SUPPORT FOR THE VILLAGE OF HOLLY
REGARDING STIFFS MILL POND (HOLLY MILL POND)

WHEREAS, Stiffs Mill Pond (also known as Holly Mill Pond) has been a defining feature of the local landscape for more than 185 years, serving as a vital part of Hollys history, identity, and natural environment; and

WHEREAS, the Stiffs Mill Pond Dam and earthen embankment, originally constructed in the mid-1800s, has long contributed to the ecological, cultural, and early industrial heritage of the Holly region; and

WHEREAS, following EGLE's 2017 safety inspection rating and the emergency drawdown in July 2025, the Village of Holly has taken meaningful steps toward compliance and long-term planning, including the formation of the Stiffs Mill Pond Dam Committee and the exploration of establishing a Legal Lake Level under Part 307 of Michigan's Natural Resources and Environmental Protection Act; and

WHEREAS, Stiffs Mill Pond lies at the headwaters of the Shiawassee River system, and these headwaters flow through Holly Township, contributing to the watershed health, biodiversity, and recreational opportunities enjoyed throughout the Township and surrounding region; and

WHEREAS, the Stiffs Mill Pond Dam Committee, made up of riparian owners, residents, and representatives from multiple jurisdictions, has worked diligently to unify stakeholders and pursue long-term solutions for all affected properties; and

WHEREAS, the Holly Township Parks Commission has passed a Resolution of Support, recognizing the Mill Pond as a historical, ecological, and cultural asset to the greater Holly community; and

WHEREAS, Rose Township has passed a Resolution of Support for the Mill Pond, further demonstrating widespread regional alignment and shared commitment to its preservation; and

WHEREAS, Holly Township acknowledges the importance of Stiffs Mill Pond, both historically and environmentally, and recognizes that its preservation directly benefits residents, parks, and watershed areas within the Township.

NOW, THEREFORE, BE IT RESOLVED, that the Holly Township Board of Trustees hereby

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

George A. Kullis, Supervisor
Karin S. Winchester, Clerk
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supports the Village of Holly and the Stiffs Mill Pond Dam Committee in their joint efforts to preserve, maintain, and restore Stiffs Mill Pond, including the pursuit of a Legal Lake Level through Oakland County under Part 307; and

BE IT FURTHER RESOLVED, that copies of this resolution shall be transmitted to the Village of Holly, the Oakland County Board of Commissioners, and the Stiffs Mill Pond Dam Committee.

ADOPTED by the Holly Township Board of Trustees this 17th day of December, 2025.

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

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

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

Office of the Clerk
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Richard Kinnamon

RESOLUTION 2025-22: 2025-2026 BUDGET AMENDMENTS

BE IT RESOLVED that the Holly Township Board of Trustees approves the Holly Township Budget Amendments as follows:

GENERAL FUND:

Decrease Revenue Account 101-000-528-000 Federal Grant – ARPA \$28,013.00
Increase Revenue Account 101-000-630-000 Planning Fees \$4,000.00
Increase Revenue Account 101-000-699-390 Transfer from Fund Balance \$75,145.00

Decrease Expense Account 101-267-740-000 \$28,013.00
Increase Expense Account 101-272-816-000 Computer Maintenance \$64,145.00
Increase Expense Account 101-441-821-000 Cemetery \$5,000.00
Increase Expense Account 101-701-812-000 Engineer \$10,000.00

Total Revenue Increase \$51,132.00
Total Expense Decrease \$51,132.00

SAD (Fire and Emergency) FUND:

Increase Expense Account 206-338-802-000 Contracted Services (NOCFA) \$82,593.50
Decrease Expense Account 206338-995.390 Transfer to Fund Balance \$82,593.50

Total Expense Increase \$82,593.50
Total Expense Decrease \$82,593.50

PEG (Public Education Grant) FUND:

Decrease Revenue Account 213-000-669-390 Transfer from Fund Balance \$4,518.06

Decrease Expense Account 213-213-740-000 Operating Expenses \$4,518.06

Total Revenue Decrease \$4,518.06
Total Expense Decrease \$4,518.06

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BUILDING FUND:

Increase Revenue Account 249-000-699-390 Transfer from Fund Balance \$21,000.00

Increase Expense Account 249-371-740-000 Operating Expenses \$21,000.00

Total Revenue Increase \$21,000.00

Total Expense Decrease \$21,000.00

GRANT FUND:

Increase Revenue Account 403-000-674-000 Charles Mott Grant Fund \$15,133.32

Increase Revenue Account 403-000-679-000 Community Foundation \$3,020.94

Decrease Revenue Account 403-000-699-390 Transfer from Fund Balance \$13,064.65

Increase Expense Account 403-903-976-000 Capital Outlay – Charles Mott Grant \$15,133.32

Decrease Expense Account 403-903-977-000 Capital Outlay – Glen Meade Grant \$13,064.65

Increase Expense Account 403-903-978-000 Capital Outlay – Community Foundation Grant \$3,020.94

Total Revenue Increase \$5,089.61

Total Expense Decrease \$5,089.61

ADOPTED by the Holly Township Board of Trustees this 17th day of December, 2025.

Motion by:

Supported by:

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

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

