

**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 Kinnaman

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 Kinnaman. 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 Kinnaman. 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 Kinnaman 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 Kinnaman 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 Kinnaman 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 Kinnaman. 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 Kinnaman. 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