

Holly Township
Board of Trustees
Minutes of August 19, 2009

Call to Order: Supervisor Jesse Lambert called the August 19, 2009 Regular Meeting of the Holly Township Board of Trustees to order at or about 6:30 p.m. at the Holly Township Hall, 102 Civic Drive, Holly, Michigan, 48442.

Pledge of Allegiance

Roll Call:

Board Members Present:

Jesse Lambert, Supervisor
Karin Winchester, Clerk
Mark Freeman, Treasurer
Chairperson
Janet Leslie, Trustee
Steve Ruth, Trustee

Others Present:

Brian Oppmann, Carlisle/Wortman
Peter Clemens, Holly Village President
Lalaine Kilbourn, Planning Commission

Consent Agenda:

1. Agenda Approval
2. Approval of Regular Meeting Minutes – July 15, 2009
3. Acceptance of Financial Statements – August 2009
4. Approval of Bills for Payment – August 2009
5. Routine Reports:
 - A. N.O.C.F.A. Draft Minutes – July 20, 2009
 - B. Planning Commission Draft Minutes – NA
 - C. Building Permits – July 2009
6. Communications:
 - A. Letter dated June 12, 2009 from R.C.O.C. re: Tri-Party Program
 - B. AT&T Annual Video Report dated July 20, 2009
 - C. Correspondence from Carlisle/Wortman re: New Planner Rates

- **Clerk Karin Winchester moved to approve the Consent Agenda, as amended. Supervisor Jesse Lambert supported the motion. A roll call vote was taken: Ruth: Yes; Freeman: Yes; Lambert: Yes; Leslie: Yes; Winchester: Yes. The motion carried with a 5/0 vote.**

Reports:

Supervisor Jesse Lambert reported Carlisle/Wortman, the Township’s planners, will voluntarily cut their retainer agreement with the Township from \$600.00 per month to \$450.00 per month since building and community planning is slow. Mr. Carlisle took the initiative on that and it was appreciated.

Many communities have been involved with NSP contracts where funds are provided to municipalities to take care of foreclosed properties. Holly Township is still in contract negotiations because there were communication roadblocks. It is in its very ending stages. He received a call two hours ago from the company the Township is contracting with and they have indicated the process will be speeding up.

Treasurer Mark Freeman reported that Rose Township has suspended their NSP program because of a delay in reimbursements.

Clerk Karin Winchester: No report.

Trustee Janet Leslie reported to the public that at a Joint Meeting of the Township Board of Trustees and the Holly Village Council a decision was made to start an economic development task force involving both the Township and the Village. They would like to maximize resident participation. If residents have any ideas or comments about the day and time meetings should take place, please share it during Public Comment.

Trustee Steve Ruth: No report.

Public Comment:

Mr. Peter Clemens, 132 Clarence Street, indicated his comments are personal and do not reflect any policy of the Village of Holly or any opinion of the Village Council. Under New Business there is a request to create a special assessment district for sanitary sewer. He would like the Board to think carefully about that. If a hole is dug for sanitary sewer, there’s no reason a water main shouldn’t be done, as well. There’s a cost savings in digging one hole and putting in two pipes. It would also provide fire suppression and help ISO ratings. Doing it piecemeal will cost the special assessment district twice. He doesn’t believe the Village will allow a sanitary tap-in without having a water tap-in. It only makes sense to do it at the same time.

Ms. Ami Davis, Total Choice Awards, 109 Battle Alley, indicated they had a meeting with Clerk Winchester and Supervisor Lambert regarding possibly using the soon-to-be old N.O.C.F.A. fire department for their charity haunted house, Holly Shop of Horrors. The Township requested a \$5 million liability policy. Their insurance company has said that was way over the top. The Village only takes out a million dollar policy for their fireworks. Each year the charity haunted house has taken out a \$2 million policy. The group hosting the event does it for charity; they do not make a dime off it, nor do their sponsors. There has not been an incident in the history of the haunted house. They follow all the fire laws and actually go above and beyond. If the policy has

to be a \$5 million policy, they cannot do the haunted house. As a guess, that would cost almost \$4500.00 for insurance for one month for the event. They made \$3175.00 for their charity last year. This is for the community. She's leery of giving their financial statement from last year to the Township. Previously they gave their financial statement to Holly Parks & Rec, as the group previously used a Holly Parks & Rec barn for a minimal donation of \$255.00. Unfortunately, after giving Holly Parks & Rec their financial statements, this year they want \$3,000.00 for the rental of the building.

Supervisor Jesse Lambert noted the past shouldn't be used as a barometer for the future.

Ms. Davis agreed that their financials shouldn't have anything to do with the cost of using a facility. Mr. Brian McConnaughey worked with their charity last year and he was part of Christmas in Action. Mr. McConnaughey can state Christmas in Action received all the money made after the bills were paid. As far as the Township wanting the group to pay the Township's legal fees, there should be a cap of \$150.00. The group's attorney indicated he would do the legal work for free because it is a charity event. They would take care of the upkeep of the property while they're in there. There has never been any damage done to a property by the group.

Mr. Brian McConnaughey, 4041 Grange Hall Road, indicated he has been involved with Christmas in Action for about four years. The group that hosts the haunted house has helped Christmas in Action quite a bit. That's how he became involved with Holly Shop of Horrors. They are here to introduce themselves to the Board and let the Board know what they're about. Their main concern right now is finding a location because it's time to start organizing the event. They would ask the Board to consider helping the group out to host this event for the community.

Ms. Davis stated this year's charity is Neighbor for Neighbor, which is the local food bank. They give away free clothing, help with shut-off notices, evictions, foreclosures. They do a lot for the community. The money Holly Shop of Horrors makes every year stays in the community. Right now there are 42 sponsors. Not all of them are cash sponsors. McKay's Hardware is always a silver sponsor of \$250.00. They don't donate cash, but provide a \$250.00 credit in the store.

Supervisor Lambert indicated the Township has been handling this administratively and preparing to bring it before the Board. There will be ample time then to give a presentation. The group may well be repeating next month or the month after that the same thing they're presenting now.

Mr. McConnaughey noted the unfortunate part is that by next month it may be too late.

Supervisor Lambert stated he was aware of the deadline. The reason why the Township has requested all the data is to understand how the group operates and minimize the risk to Holly

Township. He appreciates the phone calls in the last half hour and also Mr. McConnaughey for showing up on behalf of Christmas in Action and the Holly Shop of Horrors. We will pick up the discussion tomorrow.

Mr. Clemens indicated he has sponsored Holly Shop of Horrors since their inception. He has to say \$5 million in liability insurance is completely outrageous.

Mr. Larry Lilly, 110 Clarence Street, stated the Joint Meeting was excellent, especially the public comment at the beginning and end of the meeting. There were a lot of questions asked and both the Village and Township were answering. When talking about water and sewer for the Township, a stimulus package should be checked on, as long as you have cooperation between the Village and the Township and you hire the resources within the community, utilizing 10,000 residents. The expert on water and sewer is the Village DPW, they've been through it. They had a lot of problems and worked them out. We should work real close with them to get a grant or a stimulus package. Piecemeal water and sewer is not going to work. You have to do both and the Village could help tremendously. Mr. Clemens made a statement he would be willing to help the Township get water and sewer for the Township. That would help the whole Holly community. He wishes the Township would consider that.

Old Business:

1. Approval of NSP Contract – No action
2. Master Plan update

Mr. Brian Oppmann, Carlisle/Wortman, indicated tonight the Master Plan update is on the Agenda for approval. The Master Plan is the policy guidance for planning and zoning in the township. State statutes require Master Plans be looked at by communities every five years. Due to budget constraints, a subcommittee was gathered of members of the Planning Commission. The Planning Commissioners on the subcommittee were Lalaine Kilbourn, the present chairperson, Steve Ruth and also former chair George Barton. Mr. Barton has been on the Planning Commission a long time and has extensive historical knowledge. Mr. Oppmann was also on the subcommittee in a staff perspective to just take notes.

For the public's information, if you want to rezone your property, before approving rezoning the Planning Commission and the Township Board will ultimately look at whether it meets the Master Plan map for the future land use of the property. If you're consistent with the future land use, it's likely you'll get rezoned.

The document was gone through page by page. The text was updated. The major change is the way the Future Land Use Map looks. The 2003 map didn't have parcel boundaries and it was sometimes difficult to determine where the property exactly is on the map and what category it falls in. The new map is a reflection of parcel boundaries in the township and every parcel is

assigned a future land use. This will help the Planning Commission and the Board in making a decision because it's clear-cut now.

Not many changes were made to the map. One difference is how we defined resource/conservation residential versus low density residential. In the past there were a lot of bubbles and free-forming shapes for wetlands, woodlands and other things. Parcels with a significant amount of wetlands or woodlands were assigned as resource/conservation. Nothing changes for the property owner because the density for development on the property is still one dwelling unit per five acres. It's an indicator that if you want to develop on these green-colored properties, the Township will encourage you to look at alternative development techniques, not just 5-acre splits.

Traditionally the Township every 10 years has done a major update to the plan and at the halfway point of 5 years a minor update. There were minor updates in demographics and statistics that were available. To a certain degree new statistics haven't been published. In the next five years there will be new census data available.

The Planning Commission subcommittee did a great job. They tried to keep it as simple as possible and republish the document to make it look better and make it easier for residents, the Planning Commission and the Board to read. If the document is approved tonight, there will be a new Master Plan for Holly Township.

The State statutes require a 63-day review period of the Master Plan update. The proposed Master Plan update did go out for the 63-day review period. There were comments from Board members, the Village of Holly and others. When comments were received, they were incorporated. The Planning Commission has recommended approval.

Ms. Lalaine Kilbourn, Chairperson, Holly Township Planning Commission, indicated there was really no major change to the Master Plan. It was mainly updating of statistics and other figures. If there were events in the text that no longer occurred, they were removed. Mainly the maps were cleaned up because there is now new technology available to do that.

Clerk Karin Winchester noted the Planning Commission did a great job. The only concern remaining is the Planning Commission didn't address the request of the prior Board to do a North Holly Road Corridor Study. The Master Plan shouldn't be held up for the corridor study. If the Board agrees that it should still move forward, the Board will meet with the Planning Commission to discuss the reasons why the study should happen and revisions can be done at that point.

Ms. Kilbourn stated the Planning Commission did address the North Holly Road Corridor Study in the Master Plan with a paragraph. A rough corridor study has been done. She knows it was specifically Clerk Winchester that requested that and that the Board approved it. Mr. Oppmann took a look at it and said the Board won't like the outcome of a North Holly Road Corridor

Study because there's not going to be development there for a long time. The economy is bad and it's a residential area. The Planning Commission reviewed it, Mr. Oppmann looked at it as the official planner and Ms. Kilbourn sees no reason to hold it up.

Supervisor Lambert indicated the Board is not looking to hold up the approval of the document. The bottom line is revisions can be done on it if the Board sees fit.

Clerk Winchester noted this relates to economic development and medical should be looked at as a source of bringing economic development into the Township. She indicated she was the one who brought it up, the Board discussed it and unanimously approved it. The Board requested it of the Planning Commission three times. The quote for those services has been approved by the Township Board, as well. It just never was done.

Mr. Oppmann indicated the two Boards should get together to understand where everyone's coming from. The corridor study is something that can easily be done.

Supervisor Lambert noted the Board is already looking at getting together with the Planning Commission.

Trustee Leslie questioned whether the corridor study request was made as part of the Master Plan or a separate issue.

Clerk Winchester stated the corridor study started as a separate issue, the request for it was made again as part of the Master Plan and the request was made a third time. Former Supervisor Smith and Clerk Winchester also met with former chair George Barton and he indicated the Planning Commission would move forward with it.

Trustee Leslie questioned at what point a decision was made to disregard the Board or override their request. She questioned whether it was still an ongoing project or if someone made a decision not to do what the Board asked.

Mr. Oppmann stated it was a totally separate thing, way before any update of the Master Plan. As the Planning Commission and the subcommittee discussed it, they thought they could lump them both together and provide more language to the section of the Master Plan. That was the decision of the Planning Commission but the Board also had a request. They kind of went together and then were separated back out.

Clerk Winchester indicated she could pull the minutes of the meetings if Trustee Leslie would like. She doesn't know if that matters at this point. The Planning Commission felt they addressed it appropriately and the Board did not feel that way.

Trustee Leslie questioned whether the funds that were allocated for the North Holly Road Corridor Study were still available to do the study at any point the Board decides it should be done.

Clerk Winchester indicated the funds are still available.

- **Clerk Karin Winchester moved to approve the Master Plan updates, including scheduling a meeting with the Planning Commission to discuss the North Holly Road Corridor Study. Trustee Janet Leslie supported the motion. A voice vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

New Business:

1. Request to Create Special Assessment District for Sanitary Sewer – No action was taken to gather more information.

Clerk Winchester indicated she agrees with Mr. Clemens' remarks during Public Comment, it should be a one-step process. The Township should also wait to see if an agreement can be worked out with the Village after their September deadline. The petitioners will need to get an estimate to understand the magnitude of the cost for this kind of project.

Trustee Leslie questioned whether the Township would pay for the engineering study.

Clerk Winchester indicated the engineering study expense would be passed on to the special assessment district so the Township would have to be very sure they would approve a special assessment district.

Trustee Leslie questioned after the engineering study is done and the cost of the project is realized, is there any backing out on the part of the land owners.

Clerk Winchester stated the land owners would be committed once the special assessment district is created. The Township's engineer may possibly be able to give the Township a guesstimate so the Township can talk to the petitioners to see if this is really what they want to do. They may not understand how much this could cost. The Village also has to agree to the terms of an agreement. They may not do it without water and sewer both.

Supervisor Lambert noted the Township will have to meet with the petitioners. He will gather information.

Treasurer Mark Freeman indicated funds haven't been budgeted for this. We have to be cautious how much expense is generated even in the discussion phase of this with our planner, engineer or legal counsel. The cost estimates discuss clerical time spent mailing notices to property owners, printing bills on computers, extra time spent collecting and depositing payments, preparing account of delinquent and special assessments, accounting work, transferring delinquent and special assessments to the general property tax roll. There is a lot of work involved that will generate expenses. We'll have to make it very clear every expense the Township generates to accomplish this special assessment district will be passed on to these property owners. There are

different options for handling this. The most feasible one is a bond through Oakland County with a 20-year payback.

Mr. Clemens noted it is incumbent on the petitioners to speak to an engineer and get a cost estimate. A 20-year payback is a reasonable amount of time to finance something this large.

Clerk Winchester stated if the petitioners bring in engineering estimates, the Township could create the special assessment for a minimal administration fee and they would have to understand the cost associated with it would be charged to them.

Trustee Leslie questioned whether the first step would be to confer with the Village to find out what stipulations the Village would have in such an agreement.

Trustee Steve Ruth questioned what was driving the petition for water and sewer.

Treasurer Freeman noted there are properties with very serious septic issues so they're primarily asking for sewer. From what he understands from most people he's heard speak, if you're going to do it, you should provide both water and sewer and metering is done by the water consumption.

Trustee Ruth questioned whether it was to the point where some of the businesses wouldn't be able to stay open.

Supervisor Lambert stated this would be an asset to the business owners. Instead of incurring multiple maintenance bills every year, they would be paying for running water and/or sewer.

Trustee Leslie noted Austin Collision wants to make an improvement but can't because of their septic situation.

Mr. Clemens indicated the last estimate he received was \$45.00 per foot per line. Both water and sewer would be \$90.00 a foot. The cost for fire hydrants and valves is additional. Every 700 feet you have to add in a fire hydrant and every 1,000 feet shut-off valves. So there are added costs to that. There is also a \$17,000.00 tap-in fee.

Mr. Ruth noted it would be probably in the area of \$300,000.00 to \$500,000.00, depending on how many properties.

2. Oakhill Cemetery Right of Way Dedication

Clerk Winchester noted this is the dedication to the Road Commission of Oakland County (RCOC) for the right of way from 33' to 60'. Improvements will be done with Metro Act Grant funds from the State of Michigan.

Treasurer Freeman stated it's important to note that the improvements will be done with grant money only. None of it will be paid for with tax dollars.

- **Clerk Karin Winchester moved to approve the dedication of the road right-of-way for Oakhill Cemetery and allow the Clerk to sign the document on behalf of the Township. Treasurer Mark Freeman supported the motion. A roll call vote was taken. Winchester: Yes; Freeman: Yes; Leslie: Yes; Ruth: Yes; Lambert: Yes. The motion carried with a 5/0 vote.**



3. Oakhill Entrance Improvement Proposals

Clerk Winchester indicated there are two gravel drives at the entrance to the cemetery. Both gravel drives would be removed, an entrance put in the middle which will tie into the existing driveways past the 60' right-of-way. Other improvements are pillars and fencing. This will streamline the maintenance of the cemetery and snow removal. Otherwise there would be a great amount of maintenance with visitors driving off onto the side. There are ruts and you can hardly get through in the winter. This would be a great way to use the grant money.

Supervisor Lambert indicated he had received complaints regarding snow and runoff from many people.

Treasurer Freeman noted this would free up more space in the cemetery also.

Trustee Leslie questioned whether this should be done now, as water and sewer may be put in the area soon.

Clerk Winchester indicated she didn't see anything in the immediate future for the special assessment and it hasn't been determined water and sewer, if installed, would be put on the north side of the road. She wouldn't want to see this held up on the chance that possibly water and sewer would go through. It may be possible to just drill under the driveway and install water and sewer.

Mr. Clemens stated drilling under the driveway would be an added expense. Pipes can also be deflected.

Supervisor Lambert noted it was good to see the request for proposals went out to local excavators.

Clerk Winchester indicated former Planning Commissioner Bill Angus recommended local companies he had worked with and would highly recommend. Three bids were returned within the time line. One thing that could delay this would be RCOC's approval, which takes about

three weeks. If it does take three weeks, we would have to give the contractor an additional three weeks at the end of the contract. Hopefully the other improvements will be made before winter.

Trustee Leslie questioned whether there was any reason the contract wouldn't be awarded to the lowest bidder.

Clerk Winchester indicated she knew of no reason why the contract wouldn't be awarded to the lowest bidder.

- **Trustee Janet Leslie moved to approve the Oakhill Entrance Improvement Proposal by Bruce Lowe Excavating in the amount of \$22,700.00. Clerk Karin Winchester supported the motion. A roll call vote was taken. Freeman: Yes; Leslie: Yes; Ruth: Yes; Winchester: Yes; Lambert: Yes. The motion carried with a 5/0 vote.**

4. 2009-2010 SMART Contract – Proposed Resolution 2009-20

Clerk Winchester noted this is annual money Holly Township gets for SMART funds. The Township transfers their SMART funds to the Village of Holly for their senior transportation program. This amounts to \$3,667.00. Holly Township has been transferring their SMART funds to the Village for more than ten years.

- **Clerk Karin Winchester moved to approve Resolution 2009-20. Trustee Janet Leslie supported the motion. A roll call vote was taken. Lambert: Yes; Freeman: Yes; Leslie: Yes; Winchester: Yes; Ruth: Yes. The motion carried with a 5/0 vote.**

5. Principles of Governance – Proposed Resolution 2009-21

Supervisor Lambert indicated this was passed down to the Township for adoption from the Michigan Township Association. This relates to actions of integrity, honesty and conducting board meetings in a professional manner, among other things.

Clerk Winchester noted if the Board adopts the resolution, she would like to see the Board members sign it so it can be framed and hung in the Township Hall.

- **Clerk Karin Winchester moved to approve Resolution 2009-21, Principles of Governance. Trustee Steve Ruth supported the motion. A voice vote was taken; all those present voted yes; the motion carried with a 5/0 vote.**

6. Computer Network Remote Backup Proposal

Clerk Winchester stated the Township has a server and tape backups are done on a daily basis. There should always be a backup at another location in case any kind of catastrophe happens. Typically materials are carried offsite to do a backup or she takes the backup home and brings it back. The remote backup proposal is the best way; it's a guaranteed automatic remote upload.

Supervisor Lambert noted many large corporations actually house all their data in three or four server farms. The Township would be good with one. It's done automatically and it's one less worry for the Township, which is tossing around of disks and tapes or worrying whether you've backed up data you've already worked on.

Clerk Winchester indicated a tape failure is known to happen also. This guarantees we have all of our data protected on a daily basis. The cost is \$89.95 a month.

Supervisor Lambert noted, if approved, Tech Resources would be managing the software/hardware.

- **Clerk Karin Winchester moved to approve the Remote Backup Agreement. Supervisor Jesse Lambert supported the motion. A roll call vote was taken. Ruth: Yes; Leslie: Yes; Freeman: Yes; Lambert: Yes; Winchester: Yes. The motion carried by a 5/0 vote.**

7. 2007-2009 O.L.H.S.A. Contract Extension

Supervisor Lambert stated money is left in the CDBG account and the contract would need to be extended in order to use what's left of the grant money.

Clerk Winchester indicated the money would be used in a senior project.

- **Clerk Karin Winchester moved to approve the 2007-2009 O.L.H.S.A. Contract Extension. Trustee Steve Ruth supported the motion. A roll call vote was taken. Lambert: Yes; Winchester: Yes; Leslie: Yes; Freeman: Yes; Ruth: Yes. The motion carried by a 5/0 vote.**

8. Zoning Administrator Appointment

Supervisor Lambert stated by ordinance the Township has to designate someone zoning administrator, regardless whether there is zoning administrator work or not.

Clerk Winchester indicated it was discussed with the Township planner that a text amendment could be done. It isn't cost effective to bring such a small text amendment back to the Board and

do the publications and 300' notices at this point. The Township will do that in the future. In the meantime, someone has to be designated zoning administrator. The Township met with Carlisle/Wortman, who agreed they will take more of an active role and will manage more at the Planning Commission level and have more involvement in doing agendas and other business. The designated zoning administrator will just be doing the paper pushing part and complying with the Township ordinances.

Supervisor Lambert noted Clerk Winchester has been dealing with any zoning work in the last couple months.

Clerk Winchester indicated there has been the Parker site plan amendment and the YMCA site plan has been received. Cleanup still needs to be done on the Pulte and Silverman projects. She has been working with zoning since she's been with Holly Township and oversaw that department. She would like to see some of the things divvied up and transfer some of the knowledge to others in the Township.

Supervisor Lambert noted he doesn't see a problem allowing Clerk Winchester to become the zoning administrator. He questioned whether the Building Department and the zoning administrator were completely separate.

Clerk Winchester stated the two were separate.

Supervisor Lambert requested Clerk Winchester to run him through the training process so next year he may be able to do zoning administrator work. He doesn't have a lot of hard chores around the office. He would be more than happy to assume that duty following obtaining the knowledge and experience.

Clerk Winchester noted it would take actual applicants so you can go through and learn the steps.

Supervisor Lambert stated Board members share knowledge and the staff share knowledge. He would let the Board know when he feels he's confident enough to be able to do zoning administration.

Ms. Kilbourn indicated Carlisle/Wortman gave a proposal for taking over some duties of the Building Department in the past.

Supervisor Lambert stated he has seen a Carlisle/Wortman proposal for Springfield Township, as they do the building and zoning for Springfield, but he hasn't seen anything on his desk that is an actual proposal for Holly Township.

Clerk Winchester noted at this point it isn't necessary. That would be necessary if either Clerk Winchester or Supervisor Lambert couldn't do it. There's really nothing active going on other than previously stated.

Ms. Kilbourn questioned what the cost difference would be in going with Carlisle/Wortman as zoning administrator versus what the Township would pay Ms. Winchester.

Clerk Winchester noted she would be paid zero, so anything Carlisle/Wortman would charge for doing the zoning administration would be the difference.

Supervisor Lambert stated Clerk Winchester, Supervisor Lambert and Treasurer Freeman are salaried. If any one of the three of them assumed those duties, there wouldn't be any extra added expense to the Township.

- **Supervisor Jesse Lambert moved to appoint Karin Winchester as Holly Township Zoning Administrator. Trustee Janet Leslie supported the motion. A voice vote was taken; all those present voted yes; the motion carried.**

Public Comment:

Mr. McConnaughey questioned whether NSP regulations for purchasing properties were Federal regulations and whether there were safeguards to ensure fairness of purchases.

Supervisor Lambert indicated there are a plethora of guidelines that dictate the use of this money. There are so many restrictions, they have to set up another policing organization to make sure it's a reimbursable expense.

Treasurer Freeman noted Townships cannot make money on this program. Any reimbursement is for exactly what was spent. Township funds now are all in FDIC-insured CDs earning interest every day. If we use that money otherwise, we won't be earning that. And if we have to wait 30 days, 6 weeks, 2 months to get our money back, it starts to look like it's not a real good idea.

Mr. McConnaughey questioned whether the Township would go forward with the NSP program.

Supervisor Lambert stated a few very needy homes have been targeted. The home has to have been foreclosed on. Then a multitude of things can be done to the home to prep it for sale. Whoever buys it also has to meet a set of guidelines. Professionals with experience in this area have been hired to take care of it.

Ms. Kilbourn noted Carlisle/Wortman will be at the September 14th, 2009 Planning Commission meeting to give a planning overview. She would like to invite the Board of Trustees. The presentation should be in the first half hour of the meeting.

Supervisor Lambert stated, as everyone was here for Mr. Need's presentation, everyone should plan on attending Mr. Carlisle's presentation; he represents a lot of years of experience and knowledge no one should miss out on.

Mr. Lilly commented this was a very good meeting. He liked the input of Pete Clemens on water and sewer; it was very informative. The master plan update had a lot of input from the whole community. There were a lot of meetings that were attended. He thanked the Township for that. He appreciates everyone looking at the sanitary sewers and checking everything out to get a whole package together and also communicating especially with the DPW. They would be an excellent consultant.

Mr. Ryan Shiel, 320 LeGrande, questioned whether the petition was available to the public or just for the businesses.

Supervisor Lambert noted residents on behalf of their own separate interests will sign a petition. Once it's submitted to the Township, it's part of public record. The proposed special assessment district would be on both sides of Grange Hall Road from Oakhill Cemetery west to Fish Lake Road. He can provide a map that would more specifically reflect the area. Whoever signs the petition are eligible to receive the benefit that it entails; in this case it's water and sewer. It's only open to those people who signed the petition.

Clerk Winchester noted any special assessment would be assessed to the special assessment district, not to the tax payers as a whole.

Adjournment: Supervisor Jesse Lambert, hearing no other business, adjourned the meeting at 7:52 p.m.

Zo Turner, Recording Secretary
Holly Township

Karin Winchester, CMC
Holly Township Clerk