

### **Holly Township Supervisor**

**Jesse Lambert**

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### [Lambert's Lowdown](#)

In a General Law Township, the elected voting Township Board officers consist of the Supervisor, Clerk, Treasurer, and two Trustees. Mr. Lambert was elected to serve as Holly Township Supervisor on November 4, 2008. A term is four years and ends on November 20, 2012.

The Supervisors duties are as follows:

Chairperson for the Board of Trustees is the moderator of any township meeting, with the authority to place a person under oath on any statement made in his or her official capacity as supervisor.

A supervisor also has the right and duty to regulate the proceedings of any meeting, including deciding questions of order, making declaration of votes cast, granting authority to persons to speak at the meeting and silencing those who may be out of order or disrupting the meeting (MCL 41.97-41.99).

The Supervisor is the chief assessing officer of the Township, responsible for assessing property values within the Township at 50 percent of its true cash value (MCL 41.61). Even if the is not a certified assessor, he/she is still responsible for this duty. Any other assessors required to perform the function are subordinate to the Supervisor.

Under the General Property Tax Act, the Supervisor is required to act as the secretary to the Board of Review and must keep a record of the proceedings of the board and all changes made in the Township Assessment Roll (MCL 211.33). The Township Board can assign a clerical employee to assist the Board of Review members keep an accurate account of the meetings.

As secretary of the Board of Review, however, the Supervisor must be responsible for the accuracy of the clerical employee's work. The Supervisor must file the record of Board of Review proceedings and assessment roll changes with the Township Clerk, together with statements made before the Board. The Supervisor does not act, however, as a voting member of the Board of Review, except on poverty exemptions.

In addition to the Board of Review the Supervisor also is a member of the Holly Township Elections Committee (MCL 168.26). The duties include but are not limited to establishing precincts and evaluating voting equipment.

The Supervisor is required to preserve and keep all books, assessment rolls and other papers belonging to the office in a safe and suitable place and deliver them on demand to the successor in office.

### Other Responsibilities:

The Supervisor is the Township's Agent for transacting all legal business, upon whom suits may be brought and defended and upon whom all process against the Township is served.

Unless some other official has been so designated, the Supervisor is considered the Chief Administrative Officer for the development of the Township Budget.

The Supervisor, Clerk and Treasurer constitute the Board of Township Election Commissioners in a general law township, with the Clerk acting as its chairperson.

In addition to statutory duties and responsibilities, the Supervisor is frequently delegated additional functions and duties by the Township Board. The current Supervisor Jesse Lambert also sits on the North Oakland Fire Authority Board and is an active participant in many community events.