

# VILLAGE OF HOLLY

## VILLAGE COUNCIL MEETING

March 22, 2016

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The regular meeting of the Village of Holly Council Meeting was called to order by President Pro-Tem Musgrave at 7:00 P.M. in the Karl Richter Center Board of Education Room located at 920 E. Baird Street, Holly, Michigan.

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### Councilmembers Present

Bob Allsop  
Dave Cruickshank  
Suzanne L. Heiple  
Robert Kleven  
Debra Musgrave  
Chris Rankin

### Staff Present

Jerry L. Walker  
Cathrene A. Behrens  
Brian Klaassen  
Steve McGee  
Andrew Potter  
Mike Story

### Others Present

### Excused Absent

Ryan Bladzik

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President Pro-Tem Musgrave called the meeting to order at 7:00 PM.

Clerk/Treasurer Behrens called the roll.

### CHANGES TO AGENDA:

President Pro-Tem Musgrave stated she would like to add consideration of excusing the Village Attorney from tonight's meeting due to a scheduling conflict.

President Pro-Tem Musgrave stated that she was notified by President Bladzik that he would be unable to attend tonight's meeting due to training.

**CM 2016-036 Motion by Heiple, second by Rankin to excuse President Bladzik from tonight's meeting.**

**Motion carried by a voice vote of all ayes and no nays.**

### CONSENT AGENDA

1. Agenda Approval
2. Consideration of the Approval of the Council Meeting Minutes of March 8, 2016.
3. Consideration of the Approval of the Finance Committee Meeting Minutes of March 8, 2016.
4. Consideration of the Approval of Warrant 2016-06 in the amount of \$47,893.66.

- 5. Consideration of Resolution 2016-011, approving Holly Area Youth Assistance Board Member Karen Kluwe.
- 6. Consideration of Resolution 2016-012, approving Holly Area Youth Assistance Board Member Cathrene Behrens.
- 7. Consideration of Resolution 2016-013, resolution authorizing West Nile Virus Fund Expense Reimbursement Request through Oakland County.
- 8. *Consideration of excusing the Village Attorney from tonight's meeting.*

**CM 2016-037 Motion by Rankin, second by Heiple to approve the consent agenda as amended.**

**Motion carried by a voice vote of all ayes and no nays.**

**PUBLIC COMMENT**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**#1. Consideration of Resolution 2016-007, Amending the Village of Holly Municipal Fee Schedule.**

Clerk/Treasurer Behrens stated that before the council was a recommendation from staff to amend the four items that are currently charged in the Village for various services. Staff held a Finance Committee Meeting on Tuesday, March 8, 2016 and members of the

Finance Committee unanimously agreed that the rationale behind the changes were good. She stated if there were any questions regarding these changes, she would be happy to address them at this time.

**Motion by Rankin, second by Allsop to approve Resolution 2016-007 amending the Village of Holly Municipal Fee Schedule as presented.**

**Motion by Rankin to waive the reading of the resolution.**

**Roll call vote was as follows:**

**Voting for: Cruickshank, Heiple, Kleven, Musgrave, Rankin, Allsop**

**Voting against: None**

**Absent: Bladzik**

**Motion carried.**

**#2. Consideration of the Legal and Editorial Research Report from American Legal Publishing regarding Ordinance Codification.**

Clerk/Treasurer Behrens stated that presented to the Council are the edits staff is proposing be sent to American Legal Publishing for the final codification of our ordinances. Staff met with the Charter and Ordinance Committee met to address 75 different issues that were identified in this report. The committee was able to get through 20 of these issues but the remainder required additional research of historical documents and some consultation with the Village attorney. In addition, the attorney drafted about four ordinances that are included in this packet that needed updating due to the long period of time since they have been reviewed. The last codification by the

Village was completed in June of 1987 which is a significant amount of time to go without this process. It is far less expensive and far less labor intensive to keep up on this process annually versus every 29 years. She stated that she is confident all issues have been addressed, the Village attorney has signed off on specific issues that required his input regarding state statute and she would be happy to address any questions the council may have at this time regarding these edits.

President Pro-Tem Musgrave asked if she was confident at this point that the process was good to go forward.

Clerk/Treasurer Behrens stated she was and had received an email from Attorney Gildner last Thursday addressing some final edits and this will be included in the submission to American Legal Publishing.

**CM 2016-038 Motion by Cruickshank, second by Rankin to authorize staff to submit the edits to American Legal Publishing for the final codification of Village ordinances.**

Council Member Cruickshank stated as a member of the Charter and Ordinance Committee this was a huge deal and a massive undertaking.

President Pro-Tem Musgrave stated that credit goes to the Charter and Ordinance Committee for their time and effort in this process.

**Roll call vote was as follows:**

**Voting for: Heiple, Kleven, Musgrave, Rankin, Allsop, Cruickshank**  
**Voting against: None**

**Absent: Bladzik**  
**Motion carried.**

**#3. Consideration of the Village of Holly Three-Year Contract with Ace Pyro, LLC for the Annual Fireworks Display.**

Manager Walker stated that over the past seven years the Village has had a relationship with ACE Pyro for our fireworks show. They have been very flexible with us and last year our price was \$8,625. They have agreed to continue at the price of \$8,625 for the next three years. Part of the reason for this is due to the fireworks show actually being held on the 4<sup>th</sup> of July. Also, previous to 2010, the fireworks display was paid for out of the general fund and a change was made to that practice where now the show is paid for through fundraising and donations and this practice will be continued throughout this contract. He would ask Council for approval of the contract so that Ace Pyro has time to secure the correct licensing through the State.

President Pro-Tem Musgrave asked about section 2, where it says Contract Period, it states this contract will be for a period of five years and with three or more years there will be a five percent increase in product cost.

Manager Walker stated that in section 1, they listed the price next to each year for a three year period.

Council Member Cruickshank stated that since this is not paid for with general fund monies, is there a reason why the Village executes the contract.

Manager Walker stated that while the Village does not actually pay for the fireworks

display, the Village does have costs associated with the event through staff time and insurance.

**CM 2016-039 Motion by Rankin, second by Allsop to authorize the contract with Ace Pyro for a period of three year at an annual cost of \$8,625.**

**Roll Call Vote was as follows:**

**Voting for: Kleven, Musgrave, Rankin, Allsop, Cruickshank, Heiple  
Voting against: None  
Absent: Bladzik  
Motion carried.**

**REPORTS**

**Village Manager**

Manager Walker stated we have a fireworks fundraiser scheduled at The Villager Restaurant and he would like to invite all to attend. The fundraiser is going to be June 6<sup>th</sup> and he would like everyone to mark that down for two reasons; one being that he would enjoy having everyone there and the second is that it is his birthday. The Villager Restaurant has been gracious enough to close their restaurant down on a Saturday and we are going to do two seating's; one from 4:00 – 5:30 pm and another seating from 6:00 pm – 8:30 pm. We would like to have all the family there and we will have some type of entertainment there or some type of DJ or singer as we did last year.

The next item he has is community festival related. Last year the Village had the 150<sup>th</sup> celebration of the Village and the

Sesquicentennial committee thought they would like to continue with this type of a festival this year. The committee met tonight for our first meeting. There is already a calendar of events scheduled for that day. The Community Coalition has a color fun run scheduled for the morning and there is another group that is looking to host a and they are going to speak with the Moose Club to see if there is something they would like to participate in. We are going to shrink the footprint a little bit this year so as not to impede the Holly Hotel and it will be held on September 10<sup>th</sup>, the same day as Community Play Day.

Staff has been working very hard on budgets; this is the time of year we need to conduct budget workshops to go over the budget. The last several years we have done Saturday budget workshops and it seems to work out very well. We would like to schedule April 16<sup>th</sup> from 9:00 am through 1:00 pm. If it needs to go a little longer we could or we could schedule another date. This would put us on a good schedule of direction for the upcoming budget and finalization of the current budget we are operating under. Council Member Cruickshank, Council Member Allsop, and Council Member Rankin were not available on April 16<sup>th</sup> so April 23 was suggested.

Council Members present were good with April 23<sup>rd</sup> with the exception of Council Member Heiple who advised she may have to leave a little early due to a conflict and Council Member Allsop who was going to check his schedule and try to make it.

**Attorney**

Excused absent

**Clerk/Treasurer**

Clerk/Treasurer Behrens stated that for the past two days she has been working hard trying to get her computer back up and running as it crashed Monday morning and Windows had to be re-loaded. She has spent the last two days back and forth on the phone with technical support and believes that everything is up and running correctly going forward.

**Chief of Police**

Nothing to report.

**Fire Chief**

Nothing to report.

**DPW Director**

Nothing to report.

**DDA Executive Director**

Nothing to report.

**BOARDS & COMMISSIONS**

Council Member Cruickshank stated the historic district commission met last week and the only item on the agenda was a proposed bill at the State level to remove some of the power from local government and turn it back over to the State. A resolution was passed and forwarded to the State to register our opposition to the proposed bill.

Council Member Heiple stated there is a Planning Commission meeting tomorrow for a site plan review for O'Reilly's on N. Holly Road as well as discussion on the re-zoning of E. Maple Street.

Council Member Kleven stated the coalition Mental Health event held on March 12, 2016 was a huge success with people being turned away due to the full event. Their next event is the health and wellness fair on April 18<sup>th</sup>. There are going to be massage therapists, nutritionists, the whole gamut of health.

**COUNCIL COMMENT**

Council Member Allsop stated that May 2, 2016 is the first car show pending Council approval of the special event application.

Council Member Rankin stated that Cathy, staff and the Village Attorney were the ones who went through the other 55 items and he knows that it took a great deal of time and research and he would like to give a round of applause to staff for their efforts.

**PUBLIC COMMENT**

None

**ADJOURNMENT**

With nothing further to discuss, Village President Pro-Tem Musgrave adjourned the meeting at 19:29.



**Ryan Bladzick, Village President**



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**Cathrene A. Behrens, Clerk/Treasurer**