

**Minutes of the (Regular) Meeting of the
Brown Township Board
March 10th, 2021**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board at 7:02p.m. on March 10th, 2021 at Brown Township Hall.

2. Roll Call

Deborah Knutson conducted a roll call: Paul Adamski, Deborah Knutson, Lani Millsap, Tim Joseph and Paul Wondolowski were present, along with Matt Biolette from Republic Service, Mark Sandstedt from MS Creative and Bob Kenny.

3. Approve the Agenda

Tim Joseph motioned to approve the meeting agenda as presented; Lani Millsap seconded.

4. Public Comment

Matt Biolette came to present the new contract for Republic Services. See more in New Business. Mark Sandstedt came to present MS Creative creating a website for the Township. See more in New Business.

5. Approval of Minutes from the previous meeting

Tim Joseph motioned to approve the minutes of the February 10th, 2021 minutes as presented. Paul Wondolowski seconded.

6. Reports

Supervisor – Paul Adamski reported that an organizational meeting for Board of Review was held March 2nd at 11:30 and Board of Review met today at the hall from 9:00 – 3:00. Only one person came with a correction. They will also meet tomorrow, March 11th from 3:00 to 9:00. Paul had 1 forester come to check out the property on Schneider Road and there may be \$16,500 worth of wood that could be harvested of pine and beech trees. This money could be used to expand the Hall property for an area for a larger playground and even a pavilion.

Clerk – Deborah Knutson reported that she completed her election training and now is working on finishing up with the exam. She continued doing more maintenance in QVF (Qualified Voter File) and also maintenance in the voting master card file. She is starting to feel more comfortable in Quickbooks and the Accountant and the board members have been so helpful in her learning.

Treasurer – Lani Millsap presented financial reports showing check #13739 to #13757 for payments. Total disbursements of \$9,511.32. Tim Joseph made a motion to pay March's bills; Paul Wondolowski seconded. The Treasurer's Report was received showing a current passbook balance of \$292,718.48. Lani also reported that she closed out the winter tax season this last week.

Planning Commission – Tim Joseph reported that the Planning Commission finally met again this last Monday. They are continuing to work on the Zoning Ordinance. Keith Winters has left the board because he has moved to Manistee and a new member will be appointed. Scott Hughey was present and is very interested in joining.

7. Old Business

- a. Township Website – Mark Sandstedt presented a proposal for MS Creative to create a website for the township. After many questions, Tim Joseph made a motion to accept the proposal from MS Creative to start a website for the township, Deb Knutson seconded it. Roll Call vote 5-0. Proposal passed.

8. New Business

- a. Republic Services Contract – Matt Biolette from Republic Services presented the new proposed contract for 2021-2022. There is a small increase in landfill disposal rates from \$43.80 to \$45.00 but the disposal fee has not changed. Tim Joseph made a motion to accept the new contract, Paul Wondolowski seconded.
- b. Cornerstone Spring/Summer Contract – We received the new contract for the Spring/Summer Season. Tim Joseph made a motion to accept the new contract for the Spring/Summer Season, Paul Wondolowski seconded it.
- c. Appointment for Planning Commission and Board of Appeals – After posting and publishing the open positions for Planning Commission, Board of Appeals and Board of Review (Alternate), Scott Hughey has responded and would like to join the Planning Commission and Board of Appeals. Deborah Knutson made a motion to appoint Scott Hughey to the Planning Commission and Board of Appeals, Lani Millsap seconded.

9. Discussion Period

- a. Marijuana Funds – A separate bank account for Marijuana funds could not be opened at this time. So, in order to keep funds separate, a sub account can be made for accounting reasons to keep funds separate from the general fund. A work session will be scheduled in the near future.
- b. Compensation for Township Boards – Deborah Knutson reported that Social Security and Medicare has not been taken out for Board of Review and Board of Appeals and with talking with the Accountant and MTA, this may need to be done in the future. She will be calling the IRS to see if this is so.

10. Upcoming Events

Next Board Meeting - April 14th, 7:00 p.m.

- 11. Adjournment** – Deborah Knutson made a motion to adjourn the meeting at 8:44 p.m.; seconded by Paul Wondolowski.

Minutes recorded by Deborah Knutson, Clerk.