

**Minutes of the (Regular) Meeting of the
Brown Township Board
December 9th, 2020**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board at 7:03 p.m. on December 9th, 2020. The meeting was held via conference call due to Covid-19 restrictions.

2. Roll Call

Deborah Knutson conducted a roll call: Paul Adamski, Deborah Knutson, Lani Millsap, Tim Joseph and Paul Wondolowski were present.

3. Approve the Agenda

The meeting agenda was presented and approved.

4. Public Comment

No public comment.

5. Approval of Minutes from the previous meeting

Tim Joseph motioned to approve the minutes of the November 11th, 2020 minutes as presented. Paul Wondolowski seconded.

6. Reports

Supervisor – Paul Adamski reported that MTA is having new officials training in December and January. There was a bunch of garbage dropped off by the recycling dumpsters. He is going to set up game cameras to watch the area since this is a continual problem. There will be a new marijuana permit that is going to be turned in soon by Jesse Rose. Smitty's Tree Service did a great job of removing the trees and brush and they will be taking care of fixing the broken fence.

Clerk – Deborah Knutson reported that she is excited to be now serving on the board. She has started election training and clerks training starting in January. She has now been added to the bank accounts at PNC and TCF and now can sign the checks. There were 3 EMS runs reported from Onekama Township.

Treasurer – Lani Millsap presented checks #13509 to #13531 for payments. Total disbursements: \$11,250.91. Moved by Tim Joseph; supported by Paul Wondolowski and passed to pay the bills as presented. The Treasurer's Report was received showing a current passbook balance of \$282,787.89. Lani Millsap also reported that winter taxes are underway. She also took training through MTA.

Planning Commission – Tim Joseph reported that the Planning Commission may cancel Decembers meeting due to Covid-19 restrictions.

7. Old Business

- a. Township Website – Deborah Knutson will contact MS Creative in January to reschedule.
- b. Marijuana Funds Legal Review – Will discuss at the next meeting once we hear back from the attorney.

8. New Business

- a. Laptop for Clerk – Deborah Knutson reported that a laptop would be useful in her new position to be able to do work from home. Lani Millsap made a motion to approve a laptop with a cap of \$1,000 and to also include Office Suite. Tim Joseph seconded.
- b. Compensation for Deputy Clerk removed from agenda.
- c. Quickbooks Enhanced Payroll – Lani Millsap reported that she has ordered check stock from Jackpine for Quickbooks so that checks can be printed off the computer. Tim Joseph moved that these can be used, Paul Wondolowski seconded.

9. Discussion Period

- a. Recycling Issues – Covered earlier in Supervisor's Report.

10. Upcoming Events

Next Board Meeting: January 13th, 2020, 7:00 p.m.

Board of Review: December 15th, 2020, 10:30a.m. – Paul Adamski is going to talk to Bob Kenny and Dean Schalow about meeting outside or a conference call but will get more information from Jared Litwiller.

- 11. Adjournment** – Paul Adamski welcomed Deborah Knutson to the board and adjourned the meeting at 7:38 p.m.