

**Minutes of the (Regular) Meeting of the
Brown Township Board
October 12, 2022**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:01 p.m. on October 12, 2022.

2. Roll Call

Deborah Knutson conducted a roll call: Paul Adamski, Deborah Knutson, Lani Millsap, Tim Joseph and Paul Wondolowski were present. Others in attendance were Sylvester Wood from the Planning Commission, Sandy Nelson from the Planning Commission, John and Sherry Revolt and Andrew Hilliard.

3. Approve the Agenda

Tim Joseph made a motion to approve the meeting agenda with the addition of the newsletter; Paul Wondolowski seconded. Motion carried.

4. Public Comment

John Revolt brought up that they are getting a lot of strong smell from the Marijuana farm that is near their house. Andrew Hilliard came on behalf of Larry Danks and was trying to figure out a property tax issue.

5. Approval of Minutes from the previous meeting

Tim Joseph made a motion to approve the minutes of the September 14, 2022 meeting with the correction of Kerry Road instead of Milarch Road on New Business/Road Maintenance; Paul Wondolowski seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that there was a land use permit #1447 for a new home on Farnsworth and Coates Hwy and #1448 for a 30 x 40 building on Milarch Road. Paul talked to the Road Commission and the gravel is getting thin on Farnsworth Road and Archer Road. Paul has not heard back yet from the Architect about the gazebo.

Clerk – Deborah Knutson reported that she has been busy getting ready for the November 8, 2022 Election. She has been getting a lot of requests for Absentee Ballots and will be sending them out tomorrow. She received the final bill for Lyman Road for \$136,514.01 of which \$77,504.84 came from the ARPA fund. She also reported that 4 graves are being sold back to the township for \$500.

Treasurer – Lani Millsap presented financial reports showing check #14223 to #14248 for payments. Total disbursements of \$152,356.02. Tim Joseph made a motion to pay the bills; Paul Wondolowski seconded. Motion carried. The Treasurer's Report was received showing a current passbook balance of \$503,850.25.

Assessor – No report at this time.

Planning Commission – Sylvester Wood and Sandy Nelson from the Planning Commission were there to discuss the Zoning Ordinance. It was discussed that a work session should be planned so that the Zoning Ordinance can be discussed in depth. Sandy Nelson mentioned that she has drawn up a Complaint Form that can be used for all Township complaints.

7. Old Business

Reimbursements for Marijuana Account – Deborah Knutson reported that we are closer to getting this resolved. The Township Accountant was able to talk to the Township Auditor and some of the

questions we had were addressed. The accountant has some things she needs to correct in QuickBooks and next month this should be taken care of. Lani Millsap made a motion to table the reimbursements for the Marijuana account until next month; Paul Wondolowski seconded. Motion carried.

8. New Business

- a. **Insurance Renewal** – The Insurance renewal with MRM Agency is \$4,396 for 10-1-22 to 10-1-23. It is \$345 more than last year. Tim Joseph made a motion to renew the Insurance Policy with MRM Agency; Paul Wondolowski seconded. Roll call vote – 5 – yes; 0 – no. Motion carried.
- b. **Bank Accounts – Road Repair/Paving** – Deborah Knutson mentioned that when she talked to the accountant that she mentioned that in past minutes when we moved the bank accounts from Huntington to PNC that we should have made a motion stating that the Paving Account was being combined with the Road Repair Account so the Auditor would see why that account was closed. Deborah Knutson made a motion to combine the Paving Account with the Road Repair Account; Tim Joseph seconded. Motion carried.

9. Discussion Period

- a. **Zoning Ordinance** - A study meeting was scheduled to talk about this further on December 5, 2022 at 6:00 p.m. at the Township Hall.
- b. **Cemetery – Re-monumenting** – This will be looked at further to see what services are needed and to look at getting more estimates.
- c. **Manistee Recreation Association** – Deborah reported that she heard back from the Attorney and that if the Township had a Contract of Services with the MRA that this would be legally allowed. She also talked to the Auditor and he also agreed that if we had a Contract of Services with the MRA, he would see no problem with this. Deborah will be getting ahold of the director of MRA to see if she can come to a meeting in the new year.
- d. **Snow Plow Proposals** – An ad will be put in the paper for Snow Plowing bids for the upcoming winter season.
- e. **Newsletter** – Lani Millsap mentioned that Winter tax season is coming up, so its time to think about the newsletter. Some ideas were discussed.

10. Upcoming Events

General Election – November 8th at the Township Hall
Next Board Meeting – November 9th, 2022 – 7:00 p.m.

- 11. Adjournment** – Tim Joseph made a motion to adjourn at 8:07 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.
Minutes approved – November 9, 2022