

**Minutes of the (Regular) Meeting of the  
Brown Township Board  
December 8<sup>th</sup>, 2021**

**1. Call to Order**

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:01 p.m. on December 8<sup>th</sup>, 2021.

**2. Roll Call**

Paul Adamski conducted a roll call: Paul Adamski, Deborah Knutson, Lani Millsap, Paul Wondolowski was present. Tim Joseph was absent but arrived at 7:20 p.m. Others in attendance were Josh Shields from the Conservation District, Sandy Nelson from the Planning Commission, Wanda Joseph and Tim Hall.

**3. Approve the Agenda**

Lani Millsap made a motion to approve the meeting agenda; Paul Wondolowski seconded. Motion carried.

**4. Public Comment**

Josh Shields came from the Conservation District. See discussion below. Tim Hall has a non-conforming parcel that he wants to upgrade. The Planning Commission will be looking in to this further.

**5. Approval of Minutes from the previous meeting**

Lani Millsap made a motion to approve the minutes of the November 10<sup>th</sup>, 2021 minutes and the November 10<sup>th</sup>, 2021 Park and Recreation Public Hearing minutes; Tim Joseph seconded. Motion carried.

**6. Reports**

**Supervisor** – Paul Adamski reported that there is a Board of Review meeting December 14<sup>th</sup>, 2021 at 11:00 a.m. There are no land use permits out at this time.

**Clerk** – Deborah Knutson reported that this month she has been preparing for the Audit that was rescheduled for tomorrow December 9<sup>th</sup>, 2021 at 9:00 a.m. She mentioned 2 EMS runs from Dickson Township. She also received 2 e-mails from residents on their opinion of ORV's

**Treasurer** – Lani Millsap presented financial reports showing check #13963 to #13986 for payments. Total disbursements of \$9,675.59. Tim Joseph made a motion to pay December's bills; Paul Wondolowski seconded. Motion passed. The Treasurer's Report was received showing a current passbook balance of \$347,566.71. She mentioned that the winter tax season is underway and is going well.

**Assessor** – No report at this time.

**Planning Commission** - Tim Joseph reported that there was a Public Hearing on Monday for the special use permit on Archer Road for a Marijuana grow facility. They met all the criteria. There was a neighbor who is very opposed to it and Tim Joseph got a hold of him and will be meeting with him in the near future to keep communication open.

There are still a few things that need to be done with the zoning ordinance and then they will be

starting on the Master Plan. There will be a proposal coming from Kurt Schindler to help with the Master Plan.

**7. Old Business**

**PNC Bank Accounts** – Lani Millsap was able to get in touch with PNC Bank and the confusion was that there was a fee of .50 cents for every transaction over \$2,500. But it is .50 for every transaction over 2,500 transactions. We will not have to pay the \$50 monthly maintenance fee because our monthly collected balance will be maintained at \$30,000 or above. Switching over to this Treasury Enterprise Plan saves us \$60 to \$100 a month. The check scanner will be \$25 a month. We also need to change the Fire and Rescue account from savings to checking. Tim Joseph made a motion to approve the treasurer’s recommendations to change the Fire and Rescue account from savings to checking. And also approving the Treasury Enterprise Plan and getting the check scanner. Deborah Knutson seconded. Motion carried.

**8. New Business**

- a. **Resolution** – Wanda Joseph presented her Resolution for Racial Justice, Inclusion and Diversity. This is a welcome to all people to Brown Township. Paul Wondolowski made a motion to accept the resolution; Lani Millsap seconded. Motion passed.
- b. **Manistee County 2022 Contractual Service Agreement** – Tim Joseph made a motion to pay the 2021 invoice from Manistee County; Lani Millsap seconded. Motion passed. Tim Joseph made a motion to accept the contract for tax roll services with Manistee County for 2022 Summer Tax Collection; Lani Millsap seconded. Motion passed.
- c. **Reimbursements for Marijuana Account** – After some discussion it was decided to table this until after the Audit to see how they think it should be handled. Tim Joseph made a motion to table this until next month’s meeting; Paul Wondolowski seconded. Motion carried.
- d. **2022 Meeting Dates** – Lani Millsap made a motion to approve the 2022 Regular Board Meeting Dates with the addition of 7:00 p.m.; Tim Joseph seconded. Motion carried.

**Discussion Period**

- a. **Josh Shields – Conservation District** – Josh Shields came from the Conservation District to give an update of what they have been doing this past year. Josh goes out to about 160 property owners a year to give advice on forest maintenance. The Conservation District offers classes and workshops throughout the year.
- b. **Haglunds Quote/Flooring** – Paul Adamski went over the quote from Haglunds and with further discussion we will get more estimates from other flooring places.

**9. Upcoming Events** - Next Board Meeting – January 12<sup>th</sup>, 2021 7:00 p.m.

**10. Adjournment** – Lani Millsap made a motion to adjourn the meeting at 8:31 p.m.; seconded by Tim Joseph.

Minutes recorded by Deborah Knutson, Clerk.

Minutes approved – January 12, 2022