

**Minutes of the (Regular) Meeting of the
Brown Township Board
January 8, 2025**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:01 p.m. on January 8, 2025

2. Roll Call

Deborah Knutson conducted a roll call: Paul Adamski – Supervisor, Deborah Knutson - Clerk, Melissa Hughey – Treasurer, Timothy Joseph - Trustee and Paul Wondolowski – Trustee were present. Sylvester Wood – Planning Commission Chair and Karla Smith-Kasten from Manistee County Recycling were also present

3. Approve the Agenda

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

4. Public Comment

No public comment.

5. Approval of Minutes from the previous meeting

Tim Joseph made a motion to approve the minutes of the December 11, 2024 meeting; Paul Wondolowski seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that there were a few phone calls this month.

There is an owner that wants to split his 20 acres, keep 10 and sell the other 10. This will need to be addressed with the Assessor.

Clerk – Deborah Knutson reported that she talked with the Township Attorney about the Perpetual Fund and if the fund is invested with Michigan Class how the interest can be used. The Attorney said the interest can be used for Cemetery expenses. The Attorney is still looking into if Marijuana Funds can be invested and also other ways the funds can be used. She talked with Summit Fire Protection and setting up a time to check the fire extinguisher and also a consultation of other things the Township could use. She has a possible cleaning person that will be coming Monday to take a look at the hall. She took MTA training with Melissa in December.

Treasurer – Melissa Hughey reported that she took MTA training in December. There were a lot of things that the Township is doing correctly but a few policies that we need to make sure we have or need to update. She will be ordering the policy book from MTA. She presented financial reports showing checks #14940 to #14960 for payments. Total disbursements of \$9,959.97. Tim Joseph made a motion to pay the bills; Paul

Wondolowski seconded. Motion carried. The Treasurer's Report was received showing a current balance of \$215,405.26.

Assessor – No report given.

Planning Commission – Sylvester Wood – Planning Commission Chair reported that Brown 7 is cleaned up and wanted to send a letter of thanks to LAMBDA. The Public Hearing for the updates to the Zoning Ordinance for the Manistee River went well. No changes were made. The Planning Commission plans to go through some of the Ordinances such as Police Power, Noise and Junk and see if they need to be updated or rewritten so they can be digitalized and put on the website. The Planning Commission's next meeting will be March 10th at 6:30 p.m.

7. Old Business

- a. Zoning Ordinance Adoption – No changes were made to the Zoning Ordinance Draft since the last meeting. Melissa Hughey made a motion to adopt the Brown Township Permanent Zoning Ordinance – January 8, 2025; Tim Joseph seconded. Roll call vote – 5 – yes, 0 – no. Motion carried.

8. New Business

- a. 2025 Meeting Time Change – Tim Joseph made a motion to change the meeting time from 7:00 p.m. to 6:30 p.m. for Regular Board meetings of the Brown Township Board starting at February's meeting; Paul Wondolowski seconded. Roll call vote – 5 – yes, 0 – no. Motion carried.

9. Discussion Period

- a. Cemetery – Deborah will be getting a hold of Pam Tompke, Sexton to see if she can give a report from 2024. Deborah is also looking into if the Township needs a Policy or Ordinance for the Cemetery.
- b. Work Session – There will be a work session scheduled to look over what the Township has for policies and ordinances.
- c. Marijuana – JRM LLC will be applying for a Special Use Permit. All 7 licenses are in compliance. 6 – grow and 1 – processor.
- d. Manistee County Recycling – Karla Smith-Kasten gave an update on the recycling bins.

10. Upcoming Events

Next Board Meeting – February 12, 2025 at 6:30 p.m.

- 11. Adjournment** – Tim Joseph made a motion to adjourn at 8:04 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.

Minutes approved – February 12, 2025