

Minutes of the (Regular) Meeting of the Brown Township Board November 8, 2023

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:05 p.m. on November 8, 2023.

2. Roll Call

Deborah Knutson conducted a roll call: Paul Adamski – Supervisor, Deborah Knutson - Clerk, Melissa Hughey – Treasurer, Paul Wondolowski - Trustee and Tim Joseph – Trustee were 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

Paul Wondolowski made a motion to approve the minutes of the October 11, 2023 meeting; Tim Joseph seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that he received a land use permit #1464 for an addition on to an existing house on Lyman Road and land use permit #1465 for a house and storage building on Chief Road. He talked to AJ from Republic Services and set the Spring Cleanup for the first weekend in May from 8:00 to 11:00 a.m.

Clerk – Deborah Knutson reported that she and Melissa are getting ready for the audit on November 29th with Tobin and Co. She called a Camera company this month to get a quote on how much to install a camera for the Absentee Ballot box that may be required by the state. A new Absentee Ballot box was ordered from the State. New envelopes and other supplies needed for next years elections were also ordered.

Treasurer – Melissa Hughey presented financial reports showing check #14553 to #14575 for payments. Total disbursements of \$14,499.90. 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 \$375,597.09.

Assessor – No report was given.

Planning Commission – Deborah Knutson mentioned that she received an email from Attorney, Tom Grier, saying he is working on the Zoning Ordinance and will be getting a hold of Tony Lamb from the Planning Commission to review with him.

7. New Business

- a. Snow Plowing Proposal – There was only 1 proposal from Cornerstone for \$40 a push. Tim Joseph made a motion to accept Cornerstone's snow plowing proposal; Paul Wondolowski seconded. Motion passed.
- b. Audit – Tobin and Co. – Tim Joseph made a motion to accept the proposal to have Tobin and Co. do the annual audit; Deborah Knutson seconded. Motion passed.

8. Discussion Period

- a. Cemetery and Hall Business – Paul Adamski mentioned that the fence at Schoolhouse Cemetery is falling down. He spoke to John Herschberger and he can come to fix it along with fixing the siding on the hall. Also, he asked him to get an estimate for putting up the gazebo for the hall.

9. Upcoming Events

Next Board Meeting – December 13, 2023 at 7:00 p.m.

- 10. Adjournment** – Tim Joseph made a motion to adjourn at 8:16 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.

Minutes approved – December 13, 2023