

**Minutes of the (Regular) Meeting of the
Brown Township Board
May 14, 2025**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 6:30 p.m. on May 14, 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. Jared Litwiller, Assessor; Sylvester Wood, Chair of the Planning Commission; and Neil Somsel were also present.

3. Approve the Agenda

Tim Joseph made a motion to approve the meeting agenda; Melissa Hughey seconded. Motion carried.

4. Public Comment

Neil Somsel was wanting an update from the Planning Commission or Board if any of his suggested changes to the Zoning Ordinance were considered.

5. Approval of Minutes from the previous meeting

Tim Joseph made a motion to approve the minutes of the April 9, 2025 meeting; Paul Wondolowski seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that there is a new home and pole barn on Tompke Road (#1473) and a new 40 x 32 pole barn on Lyman Road (#1474). Kerry Road has been closed due to a failed culvert. It has now been fixed. The spring garbage day event went well except they got the wrong dates and showed up later than planned. He met with a resident on Bialik Road who is interested in putting in long term rentals.

Clerk – Deborah Knutson reported that the election went well with 89 total voters. 18 in-person voters and 71 Absentee voters. She spoke with Brad Kluczynski, manager of the Road Commission and he will be coming to next month's board meeting to come up with a plan for what roads are suggested for improvements for the upcoming year and future years. She and Melissa met with PNC Bank to be trained on the website for fraud protection.

Treasurer – Melissa Hughey reported that she moved more funds over to Michigan Class for Roads and Fire and Rescue. This can be moved back easily. She received positive feedback from a resident about the spring garbage day. Tax bills will print early June. She presented financial reports showing checks #15040 to #15065 for payments. Total disbursements of \$13,229.05. 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 \$294,324.74.

Assessor – Jared Litwiller gave an update to the board and reported that Board of Review went well back in March. Mostly answering questions.

Planning Commission – Sylvester Wood gave a report on some things he and the planning commission have been working on. He sent out the vendor letters for the Marketplace and so far, hasn't received a lot of feedback. The letter for the Big River property owners is still with the Attorney. The Civil Infraction Ordinance is also still with the Attorney. There is a letter that was written by the Attorney approving the Zoning Ordinance for the County Planner to approve. The Planning Commission met with the Manistee County Emergency Planning Director to discuss using the Town Hall as needed in case of emergency. He loved the idea and will be setting up meetings with township board in the future. A Brown Township resident met with the Planning Commission to discuss zoning and a Verizon communications tower on his property. A letter was sent to him stating that it could be done under special use but he needs to have a letter from Manistee Blacker Airport per recommendations of FAA, MI Aeronautics Commission and MDOT as per our Master Plan page 48, before approving project and then he can begin special use permit. The Junk Ordinance has been drafted in Word format and is scheduled for review by the Planning Commission in June. A draft letter was written to the neighboring property for the board's approval to see about buying some acreage from them.

7. New Business

- a. Kay's Lawncare – Paul mentioned that he has received 4 positive comments on the lawncare that Kayla has been doing at the cemeteries. There is some extra shrub removal that needs to be done at Schoolhouse Cemetery and the bank at the Township Hall needs to have the shrubs and Autumn Olive removed. Deborah Knutson made a motion to have Kay's Lawncare clean up shrubs at Schoolhouse Cemetery and the bank at the hall; Melissa Hughey seconded. Motion carried.

8. Discussion Period

- a. Budget Date – June 25th, 2025 at 10:00 a.m. was set for the Budget meeting. Deborah will post and put in the paper.
- b. Newsletter - There was some discussion about what should be included in the Newsletter that will be sent out with the Summer Tax bill.
- c. Marijuana – All 7 licenses are in compliance. 6 – grow and 1 – processor. Deborah will be sending a letter out to Heritage Farms for a grow and processor renewal. They expire on June 29, 2025.

9. Upcoming Events

Next Board Meeting – June 11, 2025 at 6:30 p.m.

10. Adjournment – Tim Joseph made a motion to adjourn at 8:25 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.

Minutes approved – June 11, 2025