

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

1. Call to Order

Tim Joseph called the regular business meeting of the Brown Township board to order at 7:03 p.m. on January 12, 2022.

2. Roll Call

Deborah Knutson conducted a roll call: Deborah Knutson, Tim Joseph and Paul Wondolowski were present. Paul Adamski was absent and Lani Millsap was absent but was on the phone. Others in attendance was Sandy Nelson from the Planning Commission.

3. Approve the Agenda

Paul Wondolowski made a motion to approve the meeting agenda; Deborah Knutson 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 December 8th, 2021 meeting; Lani Millsap seconded. Motion carried.

6. Reports

Supervisor – No report at this time.

Clerk – Deborah Knutson reported that the Audit last month went really well. The only problem that was brought up was that a contribution was made to MRA (Manistee Recreation Association) and the Township is not supposed to give contributions or donations. We will have to look into how this is to be resolved in the future. Deborah has now taken on the responsibilities of reconciling the bank statements and Lani Millsap has been teaching her how to do this.

Treasurer – Lani Millsap presented financial reports showing check #13987 to #14017 for payments. Total disbursements of \$18,083.24. Paul Wondolowski made a motion to pay January's bills; Deborah Knutson seconded. Motion passed. The Treasurer's Report was received showing a current passbook balance of \$360,356.78. She also mentioned that the audit went very well and the auditors said that it was the best audit they've seen for our Township.

Assessor – No report at this time.

Planning Commission - Sandy Nelson mentioned she feels really good about tying up the Zoning Ordinance. They are looking things over very carefully before they turn over to the lawyer and then onto the board. Then they will be working on ORV's and the Master Plan. Tim Joseph mentioned they will also be dealing with non-conformities too.

7. Old Business

Reimbursements for Marijuana Account – Deborah mentioned that they are waiting to hear back from the auditor on how to handle this so we will have to wait until next month. Deborah

Knutson made a motion to table the reimbursements for the Marijuana account until next month; Lani Millsap seconded. Motion carried.

8. New Business

- a. **Proposal from Kurt Schindler** – Kurt Schindler who has been helping the Planning Commission with the Zoning Ordinance has given a proposal to help the Planning Commission with the Master Plan. He is charging the Township \$0.00 for his service. There could be some reimbursement costs for other expenses. Deborah Knutson would like clarification on travel costs and other possible expenses. Deborah Knutson made a motion to accept Kurt Schindlers proposal to help with the Master Plan; Lani Millsap seconded. Motion carried.

Discussion Period

- a. **Donation from JRM88 LLC** – Joseph Misko from JRM88 LLC dropped of a check for \$1,000 check donation for the Township. There was a suggestion that this be used for a new back door for the kitchen and whatever is left use towards new flooring. This will be discussed more at the next meeting.

9. Upcoming Events - Next Board Meeting – February 9th, 2022, 7:00 p.m.

10. Adjournment – Deborah Knutson made a motion to adjourn at 7:45 p.m.; seconded by Paul Wondolowski.

Minutes recorded by Deborah Knutson, Clerk.

Minutes approved – February 9, 2022