

**Minutes of the (Regular) Meeting of the
Brown Township Board
January 10, 2024**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:00 p.m. on January 10, 2024.

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. Edward Bradford, Treasurer for Onekama Township and City of Manistee was 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 13, 2023 meeting; Paul Wondolowski seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that there were a lot of phone calls this month. He helped Shawn Jacobs at Trash pickup on Saturday.

Clerk – Deborah Knutson reported that she had to do an audit for the Accident Fund which is the Township’s worker’s comp insurance. Because of the audit the Township will be paying \$200 more a year for the insurance. She has received a lot of interest about the Marketplace idea that was sent with the tax bills. She called MTA about needing cameras to monitor the Absentee drop box and it’s still uncertain whether they will be mandatory. She will reach out to the Secretary of State and see what are the next steps. The Primary Presidential election is scheduled for February 27th and the applications to vote for absentee voters were sent out on Thursday of last week. She has already been getting them back and will send absentee ballots out next week.

Treasurer – Melissa Hughey reported that she will be holding office hours February 14th from 9:00 to 5:00. She presented financial reports showing check #14606 to #14637 for payments. Total disbursements of \$15,478.63. 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 \$441,366.14.

Assessor – No report was given.

Planning Commission – The Attorney is still working with the Planning Commission on the Zoning Ordinance. The Master Plan has been finalized and the changes made from last month’s meeting. It is now on the website and available to the public for review before the Public Hearing that will be scheduled for Monday, February 12, 2024 at 7:00 p.m.

7. New Business

- a. Haglund’s Flooring – Deborah Knutson contacted Haglund’s and got an estimate for the cost of putting new flooring in the hall and 2 bathrooms. The estimate was \$2,359.22 and can be

installed in the next few months. Tim Joseph made a motion to accept the estimate from Haglund's to install new flooring in the hall and 2 bathrooms; Paul Wondolowski seconded. Roll call vote – 5 – yes, 0- no. Motion carried.

8. Discussion Period

- a. Michigan Class – Ed Bradford, Treasurer for Onekama Township and the City of Manistee came to talk about Michigan Class, an investment company for Townships and other entities such as cities and conservation districts. It is not FDIC insured but that's because it is not a bank but an investment company. It is very secure and triple A rated. If the Township decides to invest in Michigan Class a resolution of the board is needed as well as an Investment Policy. This will be looked into this month and will be readdressed next month.

9. Upcoming Events

Next Board Meeting – February 14, 2024 at 7:00 p.m.
Treasurer Office Hours – February 14, 2024 from 9:00 to 5:00
Presidential Primary – February 27, 2024

- 10. Adjournment** – Tim Joseph made a motion to adjourn at 8:21 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.
Minutes approved – February 14, 2024