

**Minutes of the (Regular) Meeting of the
Brown Township Board
December 11, 2024**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:06 p.m. on December 11, 2024.

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, Sandra Nelson – Planning Commission Secretary, Tony Lamb – Planning Commission member and Shane Gillespie were also present.

3. Approve the Agenda

Tim Joseph made a motion to approve the meeting agenda with the addition of Zoning Board of Appeals (Alternate) Appointment; Paul Wondolowski seconded. Motion carried.

4. Public Comment

None

5. Approval of Minutes from the previous meeting

Tim Joseph made a motion to approve the minutes of the November 13, 2024 meeting; Paul Wondolowski seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that there were no permits this month. Board of Review met on December 10th. There was 1 Poverty Exemption and another with taxes coming uncapped because it was filed incorrectly.

Clerk – Deborah Knutson reported that it was a quiet month. Talked with the Township Attorney about the river issue.

Treasurer – Melissa Hughey reported that the winter tax bills were sent out December 1st and have already received quite a few back. She presented financial reports showing checks #14909 to #14939 for payments. Total disbursements of \$20,007.20. 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 \$223,106.57

Assessor – No report given.

Planning Commission – No report until New Business (Zoning Ordinance Adoption).

7. New Business

- a. Zoning Board of Appeals (Alternate) – Shane Gillespie came to apply for the position of Zoning Board of Appeals (Alternate). Deborah Knutson made a motion to appoint Shane Gillespie to Zoning Board of Appeals (Alternate); Tim Joseph seconded. Roll call vote – 5 – yes, 0 – no. Motion carried.
- b. Manistee County Contractual Tax Agreement and 2024 SET Tax Collection – Deborah Knutson made a motion to accept the Manistee County Contractual Tax Agreement; Tim Joseph seconded. Deborah Knutson made a motion to accept the 2024 SET Tax Collection Agreement; Tim Joseph seconded. Motion carried.
- c. 2025 Meeting Dates – Melissa Hughey made a motion to accept the 2025 meeting dates; Tim Joseph seconded. Motion carried. Next month we may change the meeting date time.
- d. Zoning Ordinance Adoption – Sylvester Wood brought the proposed Zoning Ordinance for the board to look over and adopt. With some discussion on the changes that will be made to the Big Manistee River Corridor District it was decided to wait and table it till January’s meeting. Tim Joseph made a motion to table the Zoning Ordinance Adoption until January’s meeting; Paul Wondolowski seconded. Motion carried. The Planning Commission will have a Public Hearing on January 6th about changes to the Big Manistee River Corridor District.

8. Discussion Period

- a. Marijuana – All 7 licenses are in compliance. 6 – grow and 1 – processor.

9. Upcoming Events

Next Board Meeting – January 8, 2025 at 7:00 p.m.

Planning Commission Public Hearing – January 6, 2025 at 6:00 p.m.

- ## **10. Adjournment**
- Tim Joseph made a motion to adjourn at 8:07 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.

Minutes approved – January 8, 2025