

**Minutes of the (Regular) Meeting of the
Brown Township Board
October 9, 2024**

1. Call to Order

Paul Adamski called the regular business meeting of the Brown Township board to order at 7:04 p.m. on October 9, 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 Chairperson, Sandy Nelson – Planning Commission Secretary, Nikki Koons – County Commissioner and Karla Smith Kasten from Manistee County Recycling were 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 September 11, 2024 meeting; Paul Wondolowski seconded. Motion carried.

6. Reports

Supervisor – Paul Adamski reported that they had the first Citizen Planner program meeting at the hall with 20 people. Mary Reilly, Kurt Schindler and Rob Carson will be some of the speakers for the classes. He had a Land use permit come in for Kerry Road but no check yet. There is still a permit out for Kerry Road and Kettner Road. He has had a lot of phone calls this month.

Clerk – Deborah Knutson reported that she is getting ready for the November 5, 2024 election. She has sent out over 100 Absentee ballots and waiting to receive more applications for ballots.

Treasurer – Melissa Hughey gave her quarterly report for Michigan Class. She held office hours last month to receive tax bills. She will continue to accept tax bills with interest till February 28, 2024. She presented financial reports showing checks #14827 to #14855 for payments. Total disbursements of \$20,643.11. 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 \$245,032.47

Assessor – No report given.

Planning Commission – Sylvester Wood reported that he has copies of the newly updated Master Plan and a flash drive for the Clerk to keep for the Township’s records. The Public Hearing was held for the updated Zoning Ordinance. No public were present. In December, the Township Board should be able to adopt the new Zoning Ordinance.

7. New Business

- a. Insurance Renewal – Deborah Knutson reported that the Township’s Insurance Renewal is coming up and the premium has increased to \$5,735.00 for the upcoming year. She did speak with Joel Smith and Eddy to see if they could give a quote for the Township. They didn’t really have the type of commercial insurance that the Township needs but suggested that we could see if we changed the deductible if that would help to reduce the annual premium. Deborah will look into this. Deborah Knutson made a motion to table the Insurance Renewal until next month; Tim Joseph seconded. Motion carried.

8. Discussion Period

- a. Manistee County Recycling – Karla Smith-Kasten came to give a report for the recycling program for Manistee County. The new agreement will be put on the agenda for November.
- b. Newsletter – The newsletter was discussed. Spring cleanup will be May 3rd the first Saturday of May. An update of the cleanup at Brown 7 will be added. Also, something about the Marketplace will be added for the spring/summer 2025 season.
- c. Marijuana – Sandy Nelson from the Planning Commission mentioned that she received a complaint form via the website about the strong smell of Marijuana. The resident lives on Old US-31. All 7 licenses are in compliance. 6 – grow and 1 – processor.

9. Upcoming Events

Next Board Meeting – November 13, 2024 at 7:00 p.m.
Presidential Election - November 5, 2024

- 10. Adjournment** –Tim Joseph made a motion to adjourn at 8:06 p.m.; Paul Wondolowski seconded. Meeting adjourned.

Minutes recorded by Deborah Knutson, Clerk.
Minutes approved – November 13, 2024