

Charter Township of Filer  
**Zoning Board of Appeals Special Meeting Minutes**  
Filer Township Hall  
2505 Filer City Rd., Manistee, MI 49660  
**January 19, 2021 Held Electronically**

Present: Jennifer Williams, Elizabeth Allen, Ron Gutowski

Absent: None

Also Present: Richard Wilson and Alex Henderson, Township Attorneys

Meeting called to order and Pledge of Allegiance at 6:00 p.m.

Motion by Allen, seconded by Gutowski to nominate Jennifer Williams as Chair. Roll Call Vote: Williams-yes, Allen-yes, Gutowski-yes. 3 Yeas, 0 Nays. M/C

Motion by Williams, seconded by Allen to nominate Gutowski as Vice-Chair. Roll Call Vote: Williams-yes, Allen-yes, Gutowski-yes. 3 Yeas, 0 Nays. M/C

Motion by Williams, seconded by Gutowski to nominate Allen as Secretary. Roll Call Vote: Williams-yes, Allen-yes, Gutowski-yes. 3 Yeas, 0 Nays. M/C

Motion by Williams, seconded by Allen to approve the minutes of the meeting held on November 11, 2020 with the following correction: Motion to approve the request from Daniel Newman's variance says 3 yeas, 1 nay, now corrected to say 3 yeas, 0 nays. Roll Call Vote: Williams-yes, Allen-yes, Gutowski-yes. 3 Yeas, 0 Nays. M/C

Motion by Gutowski, seconded by Allen to approve the Charter Township Zoning Board of Appeals Rules of Procedure. Roll Call Vote: Williams-yes, Allen-yes, Gutowski-yes. 3 Yeas, 0 Nays. M/C

Richard Wilson discussed the Open Meetings Act. The members noted that the Board has always followed the law.

The regular schedule for meetings was discussed by Richard Wilson and Jennifer Williams as it applies with Meetings of the Planning Commission Meeting Schedule.

**The regular scheduled meetings for once a quarter will be the 3<sup>rd</sup> Tuesday of the month at 6 p.m. on:**  
*January 19, 2021 / April 20, 2021 / July 20, 2021 / October 19, 2021 / January 18, 2022*

The Township Planning Commission meets at 7 p.m. so there should be no conflict between the two bodies meeting times. A special meeting could be called for the Board of Appeals, if necessary.

Motion by Williams, seconded by Gutowski to adjourn. Roll Call Vote: Williams-yes, Allen-yes, Gutowski-yes. 3 Yeas, 0 Nays. M/C

Meeting adjourned at 6:11 p.m.

Respectfully submitted,

Betty Allen, Secretary  
Zoning Board of Appeals