

## Arcadia Township Board Meeting Minutes

December 8, 2022 7:00 PM

Arcadia Township Hall

3422 Lake Street, Arcadia, Michigan 49613

**Present:** Supervisor Paul Brown, Treasurer Brad Berkshire, Trustee Pat Manke, Trustee Laurie Mason, Clerk Tracy Catlin

**Motion** to amend the agenda to include an application for a Parks and Rec position and approve the agenda by Trustee Manke 2<sup>nd</sup> by Treasurer Berkshire **AIF – passed**

**Public Comment:** None

**Treasurer’s Report:** Treasurer Berkshire reviewed fund balance information. Tax bills were mailed November 30, 2022. These monies are used for the general fund. If you have not received your bill contact Treasurer Berkshire. There will be office hours from 9:00 am to 5:00 pm on December 27, 2022 and February 28, 2023.

**Motion** to approve treasurer’s report by Trustee Manke 2<sup>nd</sup> by Trustee Mason. **AIF – passed**

**Clerk’s Report:** Listing of the Bills presented by Treasurer Berkshire

**Motion** to approve clerk’s report by Trustee Manke 2<sup>nd</sup> by Treasurer Berkshire **AIF - passed**

**Motion** to approve 11/10/22 Board Meeting Minutes, 11/21/22 Special Meeting Minutes, and 12/1/22 Special Meeting Minutes: Motion to approve amended 11/10/22 Board Meeting Minutes, 11/21/22 Special Meeting Minutes, and 12/1/22 Special Meeting Minutes by Treasurer Berkshire 2<sup>nd</sup> by Trustee Mason **AIF – passed**

**Correspondence:** Katie Mehl of Manistee County contacted Supervisor Brown about coming to a meeting to provide information about a lifesaving station. This will be added to the January 12, 2023 Board Meeting agenda.

**Planning Commission:** Commission member Shannon Westgate stated there was an open session for questions on December 1, 2022 which was well attended and a great use of time. The Commission is working with the attorney to determine what to do about short term rentals and consulting neighboring communities for their zoning procedures.

**Fire Department:** Fire Chief Hull reported there were 8 medical runs and 0 fire runs. Superior Energy was unable to make the November 30 meeting but will be meeting with the fire department during the first quarter of 2023 to talk about gas leaks. December 17, 2022 there will be a Santa ride leaving from the firehall driving through town returning to the firehall for cookies and cocoa.

**Historical Commission:** Treasurer Berkshire gave an update on the last meeting. A decision was made to split the approximate \$3900.00 cost of the new furnace three ways between the Lions Club, the Endowment Fund and Arcadia Township.

**Motion** to request \$1330.00 from the Museum Endowment fund by Treasurer Berkshire 2<sup>nd</sup> by Trustee Manke. Roll call vote Supervisor Brown aye, Treasurer Berkshire aye, Trustee Manke aye, Trustee Mason aye, Clerk Catlin aye **AIF – passed.**

Treasurer Berkshire stated since the Historical Society is no longer supporting the museum, the General Fund will need to make up approximately \$7000.00 per year of deficit. Trustee Manke will ask questions of the commission for a long-term solution.

**Cemetery Committee:** no updates

**Marina Concerns:** Ross has contacted the Army Corps of Engineering about dredging the channel. There are two companies interested in coming to do the work. Dredging is projected to be completed prior to Memorial Day 2023. The Marina needs repairs and updates. An Engineering group is conducting an initial consult at no cost to work with them on this process.

**Parks and Recreation Committee: Motion** to accept the application for appointment to the committee from Janice McCraner by Trustee Manke 2<sup>nd</sup> by Trustee Mason. **AIF – passed**

Ross Kladder submitted a report on the initial feasibility grant from October 1, 2022. Feasibility study is 60% complete. Goal is to begin construction of the new Sunset Station spring of 2023.

**Motion** to have the Parks and Recreation Committee request a funding grant from the Manistee foundation to refurbish Finch Park by Treasurer Berkshire 2<sup>nd</sup> by Trustee Manke. **AIF – passed**

**Website Committee:** Trustee Mason suggested adding information on recycling. Shannon Westgate currently keeping the website up to date. Supervisor Brown thanks Shannon for her help.

#### **Old Business:**

Update on the Short-term Rental issue, due to the state not having passed a law the Township needs to draft a special ordinance.

**Motion** for township to draft a special ordinance by Trustee Manke 2<sup>nd</sup> by Trustee Mason **AIF – passed**

Update on Dredging Invoice \$30,000.00 is what the township owes.

Motion to pay the invoice by Trustee Manke, 2<sup>nd</sup> by Trustee Mason. Roll call vote Supervisor Brown aye, Treasurer Berkshire aye, Trustee Manke aye, Trustee Mason aye, Clerk Catlin aye **AIF – passed**

#### **New Business:**

Tracy Catlin is the new clerk

Errors in the newsletter addressed and corrected: date, community center is Pleasant Valley not Pleasanton valley and the township does not accept credit cards.

Special Budget meeting overview for the 2023-2024 budget – goal is to approve budget at the February meeting. Looking for input from the committees spending the money as for amount to be budgeted.

**Public Comment:** Pleasant Valley Community Center needs volunteers during lunch hours and weekend hours. Bryan asked about tree removal. Supervisor Brown stated no estimate is available until spring 2023. Terry asked about estimate including entire clean up, Supervisor Brown stated it would. Lions club will be replanting trees.

Adjourn at 8:00 pm