

Arcadia Township Board Meeting
February 09, 2023 7:00PM
Arcadia Township Hall
3422 Lake Street, Arcadia, Michigan 49613

Call to order – Bruce Berghoff passed last night. Thanks for service to community. Moment of silence.

Present: Brad Berkshire, Treasurer; Tracy Catlin, Clerk; Laurie Mason, Trustee; Paul Brown, Supervisor

Motion to approve the agenda by Treasurer Berkshire, 2nd by Trustee Mason **AIF, passed.**

Public Comment on Agenda Items: None

Treasurer's Report: Treasurer Berkshire - 70% of the 1200 parcels taxes have been paid to date. The last day to pay without penalty is February 14, 2023. Treasurer Berkshire will hold office hours on February 28, 2023 from 9:00 am – 5:00 pm. March 1, 2023 taxes are turned over to the county.

Motion to approve the Treasurer's report by Trustee Mason, 2nd by Supervisor Brown. **AIF, Passed.**

Clerk's Report: Listing of the Bills– Clerk Catlin. **Motion** to approve the clerk's report by Treasurer Berkshire, 2nd by Trustee Mason. **AIF, Passed**

Motion to approve the 01/12/2023 Board Meeting and 02/08/2023 Special Meeting Minutes by Trustee Mason, 2nd by Treasurer Berkshire. **AIF, passed.**

Correspondence –Chelsea Chapin and pastor Ryan of the Lutheran Church are looking into starting a Farmer's Market. Supervisor Brown sent a letter of thanks to the Manistee County Road Commission for their snow plowing efforts.

Planning Commission - Brad Hopwood reported the board is working on the draft of the short-term rentals and looking to update other ordinances such as noise, fire, and ORV that may be out of date.

Fire Department - There were 3 med runs. Equipment was cleaned and dried after the broken water pipe.

Historical Commission –Township expense has increased to cover operational costs. The furnace will increase operating expenses. For any additional or capital expense (e.g., AC) the board wants the commission to explore grants, fundraisers etc. The board also wants to explore other ways to fund on-going operations, including the possibility of ending the historical fund and pulling everything into the township general fund. This is being worked on with the 2023 budget

Cemetery Committee – Mike Matteson reported work on the budget. The road repairs and fences will come out of the capital improvements fund from the budge.

Marina Committee- Supervisor Brown reports the diesel tank needs repair in order to continue operation. We also need to re-up the Harbormaster's contract and make allowances for off-season pay since there are considerable hours spent during the off-season relative to Marina operations.

Parks and Recreation Committee- Brian North, the inquiry has been approved to prepare a request for proposal to work on a master plan for Finch Park.

Website Committee- Trustee Mason, proposal to add contact information to the website for government representatives and school district information.

Manistee County Commission Report – none

Old Business:

Update on Short-Term Rental Issue – the attorney has a draft ordinance including parameters for noise, parking, and occupancy. Enforcement will be like any other ordinance. The township will not be paying code enforcement officer.

Tree Removal Project – Motion by Treasurer Berkshire to Form Advisory Committee to Assist in Execution:

The Township is forming a temporary advisory committee to help advise the Board on trees to be trimmed or removed, and where new trees should be planted, as part of the approved use of ARPA funds. Residents are welcome to apply by contacting supervisor@townshipofarcadia.org. Please note, there are a limited number of members on the committee.

2nd by Clerk Catlin. Voice vote, **AIF passed.**

Fishing Dock Repair Cost - \$1,250.00 This is a safety issue. Repairs will be complete when contractor is able to do the work contingent upon frost laws. Motion to approve the bid from Gilbert Excavation to repair the dock by Treasurer Berkshire, 2nd by Clerk Catlin. Voice vote, **AIF passed.**

Manistee County Life Jacket Station Decision – Motion to approve the installation of the Manistee County Life Jacket Station by the Manistee Area Leadership Program by Trustee Mason, 2nd by Treasurer Berkshire. Voice vote **AIF, passed.** Roger Brown - the Lions will help install and maintain the station.

Phones, IT – After researching phone providers, Verizon appears to be equivalent to the current landline cost for the township office. Internet will stay with Charter Spectrum. **Motion** to move forward with transfer of service to mobile phones with Verizon provided all costs remain the same by Treasurer Berkshire, 2nd by Trustee Mason. Roll call vote, Trustee Mason – yes, Treasurer Berkshire – yes, Supervisor Brown – yes, Clerk Catlin – yes. **AIF passed.**

2023 Budget –Special Meeting was held February 8, 2023. Included in the conversation was the need for hourly positions to provide for maintenance, mowing, cleaning, museum. There may be a need to increase the hourly rate from \$15.00 per hour in order to attract employees.

New Business:

Very fortunate to have Tom Dunn as a candidate for the Board of Review position. **Motion** to appoint Tom Dunn to the Board of Review by Trustee Mason, 2nd by Treasurer Berkshire, **AIF passed.**

Very fortunate to have Jojo Chacon-Lontin as a candidate for the trustee position. **Motion** to appoint Jojo Chacon-Lontin to the trustee position by Treasurer Berkshire, 2nd by Trustee Mason, **AIF passed.**

There will be a Public Hearing February 10, 2023 at 4:00 pm to consider an Amendment to Parks & Rec 5-Year Plan

Arcadia Daze 2023 – Roger Brown shared that Harriet Quimby will be the theme this year. After much research, the possibility of saving the Harriet Quimby house seems out of reach for financial reasons.

Spring Clean-up Day – Saturday May 20, 9:00AM-11:00AM, or until full.

Public Comment – Suggestion to add information on the Lion’s Club public sign board about future board meetings to encourage attendance

Motion to Adjourn by Treasurer Berkshire, 2nd by Trustee Mason, **AIF passed.**

Meeting Adjourned at 8:08 pm

Respectfully Submitted by Clerk Tracy Catlin