

Township of Arcadia Board Meeting

March 9, 2023

Arcadia Township Hall

3422 Lake Street, Arcadia, Michigan 49613

Township Board Meeting Minutes

1. **Call to order.** The meeting was called to order at 7:01 p.m.
2. Roll Call. **Present:** Paul Brown, Supervisor; Tracy Catlin, Clerk; Brad Berkshire, Treasurer; Laurie Mason, Trustee; Jojo Chacon-Lontin, Trustee
3. **Motion** to approve the agenda by Treasurer Berkshire, 2nd by Trustee Mason AIF, passed.
4. **Public Comment on Agenda Items:** None.
5. **Treasurer's Report.** Treasurer Berkshire reported that the township has completed its part of handling the 2023 taxes; any left to be paid are now to go to Manistee County.
Motion to approve Treasurer's report by Trustee Mason, 2nd by Trustee Chacon-Lontin. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Clerk Catlin reported all bills paid.
Motion to approve Clerk's report by Trustee Chacon-Lontin, 2nd by Treasurer Berkshire. AIF, passed.
7. **Motion** to approve 2/27/2023 Special Meeting Minutes by Treasurer Berkshire, 2nd by Trustee Mason. AIF, passed.
8. **Correspondence.** None.
9. **Planning Commission.** No meetings; no quorum.
10. **Fire Department.** Wes Hull reported 2 medical, 1 fire run. Ready for earlier than normal spring brush fires. Personnel updates completed for CPR, medical credentials. Looking into revenue-sharing grants from Little River Casino for individual thermal imaging cameras.
11. **Historical Commission.** The board asks that the Historical Commission explore obtaining grant money for further updates to the HVAC system. Marcel Cyr applied to be a member of the Historical Commission.
Motion to appoint Marcel Cyr a member of the Historical Commission by Clerk Catlin, 2nd by Trustee Chacon-Lontin. AIF, passed.
12. **Cemetery Committee.** Mike Matteson turned in a proposed budget for the Cemetery Committee.
13. **Marina Committee.** Discussion ensued regarding dredging project and hopes for having this completed by Memorial Day. Quotes also being gathered regarding two underground tanks, diesel and gasoline; above-ground tanks are preferred. Taking out the old ones and putting in new would be covered 100% by the Spark grant.
Motion by Treasurer Berkshire to appoint Ross Kladder to be the grant writer for the MI Sparks grant to remove and replace the underground fuel tanks, 2nd by Clerk Catlin. AIF, passed.
14. **Parks and Recreation Committee.** The board requests that the Committee submit a plan for upcoming needs, such as Mobi mats placed for the beach path, other various recreational related projects. Matt Catlin applied to be a member of the Parks and Recreation Committee.

Motion to appoint Matt Catlin a member of the Parks and Recreation Committee Trustee Mason, 2nd by Treasurer Berkshire. AIF, passed.

15. **Website Committee.** Trustee Mason reported there will be a meeting in the next few days.

Compliments on the website being great so far and very user-friendly. Thanks to Shannon Westgate for her guidance and support.

16. **Manistee County Commission Report.** Janice McCraner reported on the various efforts being undertaken at the county level. She indicated that Arcadia has support from Nick Gera, Coast Guard Station Manistee, and State Senator Jon Bumstead for the harbor dredging project and encouraged that letters be written, e-mailed, faxed to the senator regarding the maintenance of Arcadia's small deep harbor and harbor of refuge. She mentioned the medical care facility's new addition and hopes of breaking ground in August. The Manistee County Fair Board needs volunteers, an effort that apparently comes with benefits. Also mentioned were styrofoam recycling, refurbishing of the 4H barn, the 10-county umbrella area on aging for northwest Michigan.

17. New Business

- a. **17341 Northwood Hwy Potential Sale.** Pros and cons were discussed about this property sale and how the township could contribute to its resolution by forgiving up to \$2000 of \$17,000 property tax that is owed on the property. The bank and the realtor are also contributing toward this effort.

Motion by Treasurer Berkshire to notify realtor that the township is willing to forgive up to \$2000 in property tax for this property: Trustee Chacon-Lontin – aye; Clerk Catlin – aye; Trustee Mason – aye; Treasurer Berkshire – aye; Supervisor Brown – aye. AIF, passed.

- b. **Lakeview Road.** Residents described their problems with the deterioration of this dirt road and asked for suggestions from the township about repairing it, as the cost is prohibitive without a grant of some sort. They were given some ideas about approaches to this problem and told to contact the Manistee County Road Commission directly.

- c. **Minnehaha Brewhaha endorsement.**

Resolution to support Minnehaha Brewhaha festival and recognize Music Moves Me as a non-profit entity. Motion made by Trustee Chacon-Lontin, 2nd by Treasurer Berkshire. AIF, passed.

- d. **Board of review meetings** will take place at the township hall on March 10, 2023 from 3:00 pm to 9:00 pm and March 11, 2023 from 9:00 am to 3:00 pm.

18. Old Business

- a. **Tree Committee.** Emily Cook, John Sievert and Roger Brown applied to be members of the Tree Committee.

Motion by Clerk Catlin to appoint Emily Cook, John Sievert and Roger Brown to be members of the Tree Committee, 2nd by Trustee Mason. AIF, passed.

- b. **Update on Short-Term Renal Issue.** Review continues with attorney. When completed, the board present it for public comments. There will be a special meeting in April on this topic.

- c. **Marina Contract for Harbormaster.** Includes a provision for a boat slip for the harbormaster and compensation for the harbormaster at \$20/hour for up to 20 hours per month during the off-season (10/16 to 4/14).

- Motion** by Treasurer Berkshire to offer this contract to Joe Hamilton for the 2023 boating season, 2nd by Clerk Catlin. Trustee Chacon-Lontin – aye; Clerk Catlin – aye; Trustee Mason – aye; Treasurer Berkshire – aye; Supervisor Brown – aye. AIF, passed.
- d. **Poverty Exemption Level.** Reviewed Barbara Eaton’s proposed scale, based on federal poverty level of \$13,900 for a single homeowner, etc.
Resolution to establish poverty guidelines for property tax exemption for the Township of Arcadia. Trustee Chacon-Lontin – aye; Clerk Catlin – aye; Trustee Mason – aye; Treasurer Berkshire – aye; Supervisor Brown – aye. AIF, passed.
- e. **2023 Budget** – Public Hearing March 14, 2023 at 7 p.m.
- f. **Spring Clean-Up Day** may move to May 13, as the bike race is scheduled for May 20, 2023.
- g. **Arcadia Daze** – Lions’ Club requesting reservation of Finch Park for July 17-28, 2023.
Motion by Clerk Catlin to allow the Lions’ Club to reserve Finch Park for July 17 through July 28, 2023, 2nd by Trustee Chacon-Lontin. AIF, passed.
- h. **Big Apple.** The attorney has given some options for the township to pursue. Supervisor Brown will start by speaking with the owner to resolve this matter.
19. **Public Comments.** Discussion about options for the installation of LED lights for the pavilion. Thanks by Trustee Mason for the visibility of the Sheriff in traffic areas where the speed limit is 35 miles per hour; update on Sunset Station grant – project on hold until second of two construction grants is determined.
20. **Motion** to Adjourn by Trustee Chacon-Lontin, 2nd by Clerk Catlin. AIF, passed.
Meeting adjourned at 8:20 p.m.

Respectfully submitted by Amy Cyr, Deputy Clerk
Tracy Catlin, Clerk