

Township of Arcadia Board Meeting

April 13, 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 7:00 p.m.
2. Roll Call. **Present:** Paul Brown, Supervisor; Tracy Catlin, Clerk; Brad Berkshire, Treasurer; Laurie Mason, Trustee. **Absent:** Jojo Chacon-Lontin, Trustee (welcoming new baby Anna Lou)
3. **Motion** to approve the agenda by Trustee Mason, 2nd by Treasurer Berkshire. AIF, passed.
4. **Public Comment on Agenda Items:** None.
5. **Treasurer's Report.** Treasurer Berkshire reported that the township's fiscal year ended on March 31, 2023, and that fund balances are comparable with those of the last fiscal year. The Township now has a balanced budget. A detailed audit will occur at the end of May, state filing to be done by September 30, 2023.
Motion to approve Treasurer's report by Clerk Catlin, 2nd by Trustee Mason. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Clerk Catlin reported all bills paid.
Motion to approve Clerk's report/Listing of the Bills by Treasurer Berkshire, 2nd by Trustee Mason. AIF, passed.
7. **Motion** to approve 3/14/2023 Special Meeting Minutes by Clerk Catlin, 2nd by Treasurer Berkshire. AIF, passed.
8. **Correspondence.** None.
9. **Planning Commission.** Proposing one zoning map change. To discuss this further at a meeting on May 4. Public hearing on proposed zoning map change to occur on June 1, 2023.
10. **Fire Department.** Wes Hull reported 1 medical run and 3 fire runs. We are in the midst of a severely dry grass fire season. No Burning! This will be relieved somewhat when we see more green. Bear Lake helped with a fire yesterday on Iverson Road. Skid unit for brush truck has been repaired. Water tender/water hauler was evaluated by ISO insurance and passed with flying colors. EpiPen and Narcan supplies that expired have been renewed through the hospital in Manistee.
11. **Historical Commission.** No meeting to report.
12. **Cemetery Committee.** Nothing to report.
13. **Marina Committee.** Discussion regarding dredging project is a separate item below. Joe Hamilton opens for business on April 15, 2023. Applications have been received for seasonal docks and payment is awaited.
14. **Parks and Recreation Committee.** No meeting this month – no quorum. We have received inquiries from some interested persons in being appointed to this committee. We will continue to accept applications and appoint members soon.
15. **Website Committee.** Trustee Mason reported there will be a focus on recycling and the Kaleva recycling facility, where Styrofoam may be accepted – details to be shared on our website. Also

more members of this committee are returning and meetings are anticipated to begin in earnest soon.

16. Manistee County Commission Report. Janice McCraner reported on various efforts being undertaken at the county level: Medical care facility to break ground on remodeling plans in August; Fair Board in Onokama requesting volunteers; the ten-county Area Agency on Aging will sponsor Older Michiganders Week in May, with a main event in Lansing on May 17, seeking representation from each of the 10 northwest counties. The Manistee County budget will be discussed at the June meeting. Public Safety section of website to have information on emergency plans for “100-year storms.” Community Mental Health Central Wellness has counselors serving at the jail, and in schools, especially in this post-COVID transition period. No specific plans this year for Earth Day celebrations, April 21 and 22, other than a resolution in support. Janice encourages residents to call or write to her with any questions or comments on Manistee County issues.

17. New Business

Potential EV grants. Laurie Mason shared information regarding the possibility of a grant for one or more charging stations on public land in our area; contact to be made with a grant-writer in town who might help with this project.

18. Old Business

a. **Motion** by Treasurer Berkshire to execute contract with Manistee County Road Commission for the work detailed in this agreement (project no. 489-0109), 2nd by Clerk Catlin. AIF, passed.

b. Spring Clean-Up Day has been moved to May 13, 2023.

c. Public Hearing on 3/14/2023 regarding 2023 budget. Treasurer Berkshire reviewed highlights regarding the general fund, including issues affecting it such as increase in property values, beach restoration work, increase for hourly township employees, rules for Michigan elections and the requirement that polling places be open and staffed (8 hours per day by 3 staff members) for 9 days prior to election day, lack of revenue stream for museum.

d. Dumpster to be moved during Arcadia Daze to the area by recycling bins. Road closures during Arcadia Daze requested by Lions.

Motion by Clerk Catlin to support request outlined by Lions for road closures during Arcadia Daze, 2nd by Trustee Mason. Treasurer Berkshire – aye; Trustee Mason – aye; Clerk Catlin – aye; Supervisor Brown – aye. AIF, passed.

e. Reschedule May board meeting from May 11 to May 17, 2023 at 7:00 p.m.

Motion by Treasurer Berkshire to reschedule May board meeting to Wednesday, May 17, 2023, 2nd by Clerk Catlin. AIF, passed.

f. Board Compensation. Board to research this matter and bring it to public meeting for consideration.

g. 17341 Northwood Hwy Sale. This property was closed on this week.

h. Dredging Update. The channel’s depth is currently very shallow; dredging is targeted for early May. Ross Kladder recognized and appreciated his efforts in advancing this project. Soundings have been done, bids are out, permits being adjusted (from removal of 10,000 cubic yards now to 15,000 cubic yards). Bids are to be opened on Monday 4/17 at 5 pm. Special board meeting to be held soon thereafter to have cost approved.

i. Tree project. Thanks to the volunteers on the Tree Committee. Stars on the maps available indicate trees to be trimmed or removed; public is welcome to comment, give input and/or add trees to these maps. Process is ongoing to clarify myriad of details before bids will be elicited for this work.

j. Short-term rental issue. Ordinance in early stages of drafting with the attorney and the board. Many considerations – occupancy, safety, registration, notice periods, zoning changes. Implementation date is not definite. Public is encouraged to send comments to township clerk or to any board member online. Once a draft ordinance is written, it will be posted for comment prior to a public meeting.

19. Public Comments.

Kendra from the Manistee Conservation District announced 2 upcoming recycling events: On July 29 they will be accepting tires for recycling at a cost of \$2 per tire. This will be at the Bay Area Recycling Center in Kaleva from 9 am until noon. On August 19 they will accept hazardous household waste for recycling at the Manistee County Road Commission located at Highway 31 and 9 Mile Road. This includes such things as batteries, electronics, freon-containing items, prescription medications, pesticides, among others. Time uncertain. BARC website has extensive details on the Kaleva facility. When using the township yard waste site please back trailers up as far as possible. This will save the township money and make it easier for everyone to use the site. The Board will post a sign to remind.

Note made of recent article in Manistee Advocate regarding short-term rentals.

Second gangway to fish dock is damaged and in need of repair – item for next budget.

The Public boat ramp at end of Mill Street, for which the township is responsible, is also in need of repair.

Southwest corner of M22 and Lake Street purchased by Matt and Tracy Catlin. Plans are for a breakfast/lunch diner and two dedicated long term housing units. Warm welcome!

20. Motion to Adjourn by Treasurer Berkshire, 2nd by Clerk Catlin. AIF, passed.

Meeting adjourned at 8:00 p.m.