

Township of Arcadia Board Meeting

May 17, 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; Jojo Chacon-Lontin, Trustee; Brad Berkshire, Treasurer; Laurie Mason, Trustee. **Absent:** Tracy Catlin, Clerk
3. **Motion** to approve the agenda by Treasurer Berkshire, 2nd by Trustee Mason. AIF, passed.
4. **Treasurer's Report.** Treasurer Berkshire reported status as of April, the first month of our new fiscal year. Annual audit to begin in June. **Motion** to approve Treasurer's report by Trustee Mason, 2nd by Trustee Chacon-Lontin. AIF, passed.
5. **Clerk's Report/Listing of the Bills. Motion** to approve Clerk's report/Listing of the Bills by Treasurer Berkshire, 2nd by Trustee Mason. AIF, passed.
6. **Motion** to approve 5/3/2023 Special Meeting Minutes by Trustee Chacon-Lontin, 2nd by Trustee Mason. AIF, passed.
7. **Correspondence.** Camp Arcadia Historical Marker Dedication ceremony on May 27 at 8 p.m. Public invited. Brochure available in township hall and to be posted on township bulletin board.
8. **Planning Commission.** Public hearing on proposed zoning map changes to occur on June 1, 2023, at 7 p.m. in the township hall.
9. **Fire Department.** Wes Hull reported 2 medical runs and 3 fire runs, one of which involved the mutual aid of 4 other fire departments. Monthly medical equipment checks and CEU credits up to date. Wes described the hose washer equipment utilized by the Frankfort Fire Department and its impressive savings in time and effort during clean-up following use. He suggests that we consider the purchase of a hose washer for the Arcadia Fire Department. Cost may be about \$600.
10. **Historical Commission.** Tentative meeting in late June 2023.
11. **Cemetery Committee.** No report.
12. **Marina Committee.** Diesel tank has been red-tagged and is in need of repair. Harbormaster wishes to engage a company to re-test the tank for \$650 to determine precisely what needs fixing. This would be in lieu of spending between \$18,000 and \$19,000 to remove and replace the tank. (Although the larger figure has already been budgeted, re-testing and repair might save a considerable amount of money.)
Motion by Trustee Chacon-Lontin to approve \$650 for re-testing of the tank and up to \$6000 to be used for repair of the tank if feasible, 2nd by Trustee Mason. Treasurer Berkshire – aye; Trustee Mason – aye; Trustee Chacon-Lontin – aye; Supervisor Brown – aye. AIF, passed.
13. **Parks and Recreation Committee.**
Motion by Trustee Chacon-Lontin to appoint Norb Pakula and Thomas Dunn to the Parks and Recreation Committee, 2nd by Treasurer Berkshire. AIF, passed.

Motion by Treasurer Berkshire to appoint Matt Catlin as chairman of the Parks and Recreation Committee, 2nd by Trustee Chacon-Lontin. AIF, passed.

Many thanks to those who participated in placing the mats down on the path to the beach!

14. Website Committee. Congratulations on continuing good works in progress!

15. Manistee County Commission Report. Janice McCraner gave updates on several county-wide endeavors: the medical care facility will not break ground as anticipated in August, but probably in the fall; Manistee County 911 is seeking applicants; sheriff's departments virtually everywhere, including Michigan and Manistee County, are seeking deputies. Tony Covell of Veterans' Affairs will be holding an information meeting at the Manistee VFW on June 30 at 3:30 p.m. regarding benefits of the PACT Act, including for Vietnam-era veterans and/or their spouses, with claims to be retroactive in some cases. Please see the county-wide website for further information. The 10-county District Health Department will be hosting 3 environmental health summits throughout their coverage area in June. For specifics, please see the posting on the township bulletin board on Lake Street.

16. Public Comment on agenda items – to be requested as the items are raised.

17. New Business

- a. State Representative Roth to visit on Friday, May 19, 2023, from 5 to 6 p.m. in, at or around the township hall.
- b. Sunset Station Meeting with GEI Engineers – Public Meeting at township hall for updates/questions/comments on the progress/plans for this project: tentatively scheduled for June 6, 2023, at 7 p.m. Confirmation of date and time to be posted on website and bulletin board.

18. Old Business

- a. Open township positions for maintenance person and janitor. Postings are available on website and bulletin board.
- b. Dredging Update. Ross Kladder reported that the dredging company is currently working in Ludington harbor and is behind schedule due to weather. Immediately upon completion of its work in Ludington, they will begin dredging in Arcadia. It is expected that this will occur in the next week or week and a half. The excavated sand will be placed as far north as possible; state rules limit this to 2000 feet north from the breakwater. This should replenish the beach along its entire length. The channel when completed will be 9 feet deep. There was also discussion regarding "no wake" signs that are in need of attention. Floating buoys with these signs are the purview of the Coast Guard. Janice McCraner will speak with the Coast Guard commander for our area about this.
- c. Tree Project Update. Thus far, 12 trees have been removed, 31 more are slated for removal, with the rest to be lightly trimmed. Public safety has been the priority of the board throughout the development of this project. Public input has been sought at all points throughout via postings, website and public meetings. However, the board is willing to reconsider the identification of certain trees for removal, if the homeowner affected communicates his/her objection in writing within the next day or so, as the tree removal company will not be on site tomorrow (Thursday 5/18/23). Please e-mail the township supervisor with a copy to the township clerk with any such concerns.

Plans for replacing the trees: Roger Brown and the Arcadia Lions have been researching possibilities for this project. It will be funded largely via proceeds from Arcadia Daze. He suggests the formation of a committee to assist in the planning and implementation of this community project.

Stumps will remain in place until the fall, when the company will commence stump grinding.

d. Short-Term Rental Ordinance. Supervisor Brown described the history, rationale, context and intensive work undertaken to tackle this issue for the township. Public comment was animated and varied, including subjects such as enforcement of ordinances, noise, parking, license fees, fines for violations, how and where to direct complaints, requirement for local contacts, homeowners' association rules (which can be more restrictive than township rules, but not less restrictive), transferability of STR license at sale of property, Good Neighbor rules to be posted prominently. It was reiterated that the board is attempting to balance the interests of all residents and that license fees/fines will become a part of the general fund, to be used to supplement enforcement and administration of STR rules for the good of the community. The Planning Commission has scheduled a public meeting regarding the proposed STR ordinance for June 1, 2023, at the township hall at 7:00 p.m. The board has requested that the PC approve STR's in all township districts. It was noted that an attempt to implement the full ordinance in the middle of the year/summer season might be premature. A more workable plan might be to require only registration of STRs in the township this year, with actual licensing to begin in January 2024. This would provide basic information about how many STRs there actually are in our area and it would allow us to establish procedures for administration of these rules.

Motion by Treasurer Berkshire to request the township attorney to provide an STR agreement that is focused on registration as a first step in the STR ordinance between now and June 1, 2023, to be considered at the public meeting on that date and to be posted prior to that date for public review, 2nd by Trustee Chacon-Lontin. AIF, passed.

19. Public Comments – Other Items. None.

20. Motion to Adjourn by Treasurer Berkshire, 2nd by Trustee Chacon-Lontin. AIF, passed.

Meeting adjourned at 8:45 p.m.