

Township of Arcadia Special Board Meeting

June 23, 2023

Arcadia Township Hall

3422 Lake Street, Arcadia, Michigan 49613

Township Special Board Meeting Minutes – Draft

1. **Call to order.** The meeting was called to order at 1:00 p.m.
2. Roll Call. **Present:** Tracy Catlin, Clerk; Laurie Mason, Trustee; Jojo Chacon-Lontin, Trustee; Brad Berkshire, Treasurer. **Absent:** Paul Brown, Supervisor.
3. **Motion** by Treasurer Berkshire to approve agenda, 2nd by Trustee Chacon-Lontin. AIF, passed.
4. **Discussion of Printer Options.** Earlier this week the township's frequently used printer/copier ceased working. Clerk Catlin provided a detailed history of this nearly 9-year-old inkjet printer, including costs for purchase, repair and supplies over the years. She also reported her extensive research on options to repair or replace the current printer, including discussions with individuals who are professionally familiar these appliances. The conclusion was that, in the interests of economy and efficiency, a new laser jet printer/copier would serve the interests of the township much better at this time. **Motion** by Treasurer Berkshire to authorize the township clerk to obtain a new printer, including printer cartridges and warranty, in an amount not to exceed \$1000, 2nd by Trustee Mason. Trustee Chacon-Lontin – aye; Trustee Mason – aye; Clerk Catlin – aye; Treasurer Berkshire – aye. AIF, passed.
5. **Other business.** Deputies were recognized for their work, in particular Kelly Campbell, who has taken on the task of cleaning the bathrooms at Sunset Station. We are still accepting applications for the part-time summer janitorial position.
6. **Motion** to adjourn by Trustee Chacon-Lontin, 2nd by Treasurer Berkshire. AIF, passed. Meeting adjourned at 1:20 p.m.