

Township of Arcadia Board Meeting
November 14, 2024
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; Laurie Mason, Trustee; Tracy Catlin, Clerk; Jojo (Josiah) Chacon-Lontin, Trustee; Brad Berkshire, Treasurer.
3. **Motion** by Trustee Mason to approve the agenda, 2nd by Treasurer Berkshire. AIF, passed.
4. **Fire Department.** Wes Hull reported 4 medical and 3 fire runs since last meeting. Two trucks are now prepared for medical purposes and all communication is now 800 MHz. In response to a question, Wes clarified that the fire department provides first responder services and that an ambulance, which usually arrives just minutes after the 911 call, is the service authorized for transport to a hospital.
5. **Treasurer's Report.** Treasurer Berkshire reported that finances are occurring as expected. The winter tax bills will go out on December 1. Treasurer Berkshire recognized and thanked his deputy, Kelly Campbell, for her invaluable service in keeping the finance system flowing smoothly. **Motion** by Trustee Chacon-Lontin to approve Treasurer's report, 2nd by Clerk Catlin. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Clerk Catlin presented the listing of bills for October 2024. **Motion** by Treasurer Berkshire to approve Clerk's Report/Listing of the Bills, 2nd by Trustee Mason. AIF, passed.
7. **Motion** by Clerk Catlin to approve the 10/15/2024 Special Board Meeting Minutes, 2nd by Trustee Chacon-Lontin. AIF, passed.
8. **Correspondence.** As noted below.
9. **Planning Commission.** Text amendment work is ongoing.
10. **Historical Committee.** Nothing current to report.
11. **Cemetery Committee.** No report.
12. **Marina Committee.** Treasurer Berkshire reported that the marina revenue for this year is up by 25% compared to a year ago. Joe Hamilton, Harbormaster, has done an excellent job and has received many an accolade from mariners using the marina. The pleasing appearance of sailboats parked at the marina for the winter was also noted.
13. **Parks and Recreation Committee.** Matt Catlin proposed snow fencing in order to support and "grow the beach." Bids for materials were provided. **Motion** by Clerk Catlin to approve up to \$1200 for snow fencing for the beach, 2nd by Trustee Chacon-Lontin. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire aye; Supervisor Brown aye. Motion passed.
14. **Public Comment on Agenda Items** – on items as addressed.
15. **New Business**
 - a. **Winter Plowing.** Jim Stoops submitted a bid for snow removal for the 2024/25 season. **Motion** by Treasurer Berkshire to approve the snow removal bid from Jim Stoops for the 2024/2025 winter season, 2nd by Trustee Mason. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire aye; Supervisor Brown aye. Motion passed.
 - b. **Planning Commission Opening (Board Member).** **Motion** by Trustee Mason to approve **Resolution Restating Planning Commission Terms of Office (#2024-013)**, 2nd by Trustee Chacon-

Lontin. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire aye; Supervisor Brown aye. Motion passed.

- c. **Local Election Results.** Supervisor Brown expressed appreciation for the excellent voter participation in this year's elections and noted an 83.21% turnout. Clerk Catlin, Deputy Clerk Cyr, and election workers were lauded for their efforts in managing the elections this year. Once the results for township board positions are certified by the county, board members will be sworn in.
- d. **Short-Term Rental Renewals.** This process will commence soon, renewing licenses and performing inspections on new applicants as necessary.

16. Old Business

a. **Tree Trimming.** Mark Thompson has completed this work as requested by residents. It was noted that this project undoubtedly prevented untoward events, given the number of dead trees, dead branches and extremely high winds we have been experiencing.

b. **Community Visioning.** Signs for PVCC and Grebe Park are up. Supervisor Brown attended a Manistee County Tourism event. This agency was instrumental in approving the community visioning plans proposed and completed by Arcadia; they were extremely happy with our progress and seem amenable to future ideas for projects and funding.

c. **Land Acquisition – Next Steps.** This ballot measure having passed by a good margin, per our purchase agreement, a new environmental impact assessment is in process based on the prospective use of the property for passive recreation. Next week a meeting will be held with the bond advisors. The goal is to execute the purchase by January 31, 2025, and future plans will be considered by the board with ongoing public input. Treasurer Berkshire noted that the millage will not be seen on tax bills until December 2025.

17. Public Comment – Other Items.

Santa Claus will be riding around on the fire truck on November 22 and will end his tour at the PVCC, where the annual celebration will be held from 5:30 to 7:30 pm.

Trustee Mason reminded the public that polystyrene may now be deposited for recycling in any of the green recycle bins in the parking lot adjacent to the township hall.

Trustee Josiah (Jo-Jo) Chacon-Lontin was deservedly praised for his excellent work on the township board and its committees. His expertise is highly valued.

18. Motion to adjourn by Clerk Catlin, 2nd by Treasurer Berkshire. AIF, passed. Meeting adjourned at 7:23 p.m.