

Township of Arcadia Board Meeting
December 14, 2023
Arcadia Township Hall
3422 Lake Street, Arcadia, Michigan 49613
Township Board Meeting Minutes - Proposed

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 Chacon-Lontin, Trustee. **Absent:** Brad Berkshire, Treasurer
3. **Motion** by Clerk Catlin to approve the agenda, 2nd by Trustee Chacon-Lontin. AIF, passed.
4. **Fire Department.** Wes Hull reported 4 medical runs and one fire run since last month, which he said is about average. In addition, the department's cold suits have been cleaned and are ready for the winter. He noted that a call to "Lakeview" revealed that there are both a Lakeview Road and a Lakeview Avenue, the latter being near Portage Point. He also reported that the grating in the fire station may have to be repaired/replaced soon; that what is there now may actually be the original grating. He has a bid to do this and it will be considered in January. Upcoming events: On Saturday 12/16 Santa will ride through the township; on January 6 the Arcadia Bluffs 5K Snow Run will take place, with the fire department providing medical coverage; on January 8 there will be an appreciation dinner for first responders.
5. **Treasurer's Report.** On behalf of Treasurer Berkshire, Supervisor Brown provided the treasurer's report and reported that lots of winter tax bills are being paid and that budget-wise the township is on track. **Motion** to approve Treasurer's report by Trustee Chacon-Lontin, 2nd by Clerk Catlin. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** **Motion** by Trustee Mason to approve Clerk's Report/Listing of the Bills, 2nd by Trustee Chacon-Lontin. AIF, passed.
7. **11/9/2023 Board Meeting Minutes.** It was noted that, although the proposal for an EV charging station was originally presented as being without financial obligation from the township, we have subsequently learned that indeed there would be a financial cost in addition to several other obligations. This is being investigated further. **Motion** by Trustee Mason to approve the 11/9/2023 Board Meeting minutes, 2nd by Trustee Chacon-Lontin. AIF, passed.
8. **Correspondence.** None.
9. **Planning Commission.** Brad Hopwood reported that the annual planning commission organizational meeting was held last Thursday (12/7/2023). The schedule of meetings for 2024 was established. It is anticipated that early next year the proposed Arcadia Bluffs 12-hole golf course layout will be reviewed.
10. **Historical Commission.** Supervisor Brown stated that the decision to re-establish this as a committee would be postponed until early next year.
11. **Cemetery Committee.** Mike Matteson reported that the committee continues to work on the fencing project; also that he has shared with Clerk Catlin information about comparable rates for cemetery plots in our geographical area, as we might wish to increase this charge in the future.
12. **Marina Committee.** No report.

13. Parks and Recreation Committee. No meeting in December. However, Matt Catlin did report that both of the bathrooms at Sunset Station have been closed for the season; also that the Grebe Park restroom will remain open as long as it is not abused.

14. Public Comment on Agenda Items – on agenda items as addressed.

15. New Business

- a. **Early Voting.** Clerk Catlin gave an overview of the early voting option available to residents during the three 2024 elections. In-person voting during the 9 days prior to the actual election days will be available at our Early Voting Precinct at the Manistee Township Hall (just south of Meijers in Manistee). Arcadia township hall will be the site for voting on election day, and absentee voting is also an option. More and detailed information can be obtained from the State of Michigan website under the Elections tab on the Township of Arcadia website. Clerk Catlin also noted that our ballot drop box has been installed just outside of the township hall/fire department entrance. Applications for persons interested in becoming election workers were provided at the board meeting and can be obtained by emailing the clerk.
- b. **M-22 Pure Michigan Byways.** Supervisor Brown reported that Arcadia has been invited to join the newly reestablished committee which is working to protect the natural and rural landscape with its many scenic vistas and open spaces such as the Lake Michigan shoreline, and inland lakes, rivers, streams; and the historic, cultural, and recreational attributes. More information will be available on our website. The Board is asking for one or more residents to volunteer to participate in this effort.
- c. **Lake treatment contract 2024.** This contract has already been approved by the board. **Motion** by Clerk Catlin to execute the previously approved contract, 2nd by Trustee Mason. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Supervisor Brown aye. AIF, passed.

16. Old Business

a. Sunset Station Update.

1) FY 2024. GEI engineers have created a phased plan. The first step is to accomplish the basics – reestablishing beach access. For FY 2024 this would cost about \$65,000, which can be put into the budget. The township will work with the Planning Commission and the county to start the project in April 2024. **Motion** by Clerk Catlin to approve \$65,000 for this purpose, 2nd by Trustee Chacon-Lontin. Trustee Mason aye; Clerk Catlin aye; Trustee Chacon-Lontin aye; Supervisor Brown aye. AIF, passed.

2) FY 2025 Phase 2 of the plan from GEI, “enhancing shoreline stabilization,” is outlined as well on the proposal. Its cost would be approximately \$394,000, for which a 50/50 grant would be sought.

Motion by Clerk Catlin to adopt **Resolution Approving Submission of Water Resources Division Grant Application for Lakeview Park Improvements, as read by Supervisor Brown**, 2nd by Trustee Chacon-Lontin. Trustee Mason aye; Clerk Catlin aye; Trustee Chacon-Lontin aye; Supervisor Brown aye. AIF, passed.

Motion by Clerk Catlin to approve submission of a letter in support of the grant application for the Arcadia beach restoration project, committing the township to set aside up to \$200,000 to cover its portion of this cost, 2nd by Trustee Mason. Trustee Mason aye; Clerk Catlin aye; Trustee Chacon-Lontin aye; Supervisor Brown aye. AIF, passed.

b. ORV Ordinance – Public Hearing and Adoption. This ordinance has been written, posted, and all required notifications have been given. Of most importance is that ORV operation is not permitted on M-22. **Motion** by Clerk Catlin to adopt proposed **ORV Ordinance**, 2nd by Trustee Chacon-Lontin. Trustee Mason aye; Clerk Catlin aye; Trustee Chacon-Lontin aye; Supervisor Brown aye. AIF, passed.

c. STR Updates and License Ordinance. There have been about 25 registrants, who will be notified to apply for a license before March 31, 2024. There is an application fee \$200. This will be posted on the website.

17. Public Comment – Other Items.

a. Tree Committee. Roger Brown reported that there have been several meetings of this group. The Arcadia Lions will donate \$10,000 in 2024. The plan at this time is to have an outside company purchase and plant a minimum of 5 trees at \$400 each on Lake Street in the spring. The committee has obtained much professional input and is to coordinate with the Parks and Recreation committee. Monthly input at the township board meetings will occur as a regular part of the agenda.

The Arcadia Tree Committee's intent is a long-term effort focused on Arcadia tree plantings and maintenance. They wish to have approval and input from property owners for tree planting and type(s) of trees and a minor investment of their cost. They will be recommending and providing a variety of tree species based on best practices regarding disease prevention by not having a monoculture of tree types. The tree committee has been researching outside resources for potential funding, support and background information, including the Manistee Conservation District, Chairperson of City of Frankfort Tree Board, Michigan Forestry and Park Association, Consumers Energy, DTE, and MSU.

The Committee will coordinate with the Manistee County Road Commission for any plantings within the County right-of-ways.

Committee members are Roger Brown, Brad Berkshire, Steve Utic and Tad Peacock. The township certainly appreciates their contribution.

b. Trustee Mason volunteered to make calls regarding the unsightly box of telephone wires at the corner of Lake Street and M-22.

18. Adjourn. Motion to adjourn by Clerk Catlin, 2nd by Trustee Chacon-Lontin. All in favor, passed. Meeting adjourned at 7:40 p.m.