

**Township of Arcadia Board Meeting**  
**March 21, 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. Absent: Jojo Chacon-Lontin, Trustee; Brad Berkshire, Treasurer.
3. **Motion** by Clerk Catlin to approve the agenda, 2<sup>nd</sup> by Trustee Mason. AIF, passed.
4. **Fire Department.** Wes Hull reported 3 medical runs and 2 fire runs since the last meeting. In addition, the fire department has updated its medical supplies in anticipation of an April inspection. On Tuesday 3/26 there will be annual training by Consumers Energy in case of the emergency of Tippy Dam failing.
5. **Treasurer's Report.** On behalf of Treasurer Berkshire, Supervisor Brown reported that the budget numbers are tracking as expected. **Motion** to approve Treasurer's report by Clerk Catlin, 2<sup>nd</sup> by Trustee Mason. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** It was noted that the new floor drain covers in the fire department have been paid for. **Motion** by Trustee Mason to approve Clerk's Report/Listing of the Bills, 2<sup>nd</sup> by Clerk Catlin. AIF, passed.
7. **Approve 2/8/2024 Board Meeting Minutes and 3/6/2024 Board Budget Meeting Minutes. Motion** by Clerk Catlin to approve the 2/8/2024 Board Meeting Minutes and 3/6/2024 Board Budget Meeting Minutes, 2<sup>nd</sup> by Trustee Mason. AIF, passed.
8. **Correspondence.** None.
9. **Planning Commission.** Brad Hopwood announced that plans for the Dozen at Arcadia Bluffs have been approved and are moving ahead.
10. **Historical Committee.** Ed Henry has resigned as chair of this committee, and this vacancy will be posted.
11. **Cemetery Committee.** Flags have been ordered and received.
12. **Marina Committee.** There will be a meeting of this committee during the first week in April, specifics to be posted.
13. **Parks and Recreation Committee.** Committee meetings will now be scheduled for the first Tuesday of each month at 7 p.m. The kayak launch will be established once weather permits.
14. **Public Comment on Agenda Items** – on items as addressed.
15. **New Business**
  - a. **Manistee County Land Bank.** Special guest Katie Mehl discussed the structure, purpose and opportunities available through this organization for communities with abandoned properties, blight, brownfields to restore them to productive use, neighborhood revitalization and/or tax-paying status. Further information was available on her handouts.
  - b. **Onekama School Clean Up Planning for May 10.** A meeting will be held on April 5 in Onekama to plan this project and organize student volunteers.

- c. **Lions' Renting Finch Park for the Daze. Motion** by Trustee Mason to support the Lions' use of Finch Park and the closing of certain streets for the weekend of Arcadia Daze this summer, 2<sup>nd</sup> by Clerk Catlin. AIF, passed.
- d. **Memo of Understanding with PVCC for Trailhead Kiosk. Motion** by Trustee Mason to adopt the Memo of Understanding between Township of Arcadia and the PVCC to construct and operate a trailhead kiosk as part of the development of recreational amenities in the area, 2<sup>nd</sup> by Clerk Catlin. AIF, passed.
- e. **Dredging.** As the end of the channel is in need of dredging and as the township budget does allow for this expenditure, **motion** was made by Clerk Catlin to accept the 3/8/2024 bid from Viking Marine for channel dredging this spring, 2<sup>nd</sup> by Trustee Mason. Clerk Catlin aye; Trustee Mason aye; Supervisor Brown aye; AIF, passed.

f. **16. Old Business**

- a. **2024 Budget Public Hearing.** Supervisor Brown reviewed in general the revenue and expenses, both ongoing and occasional, in the township budget for fiscal year 2025. Public comments were elicited and discussed. **Motion** by Clerk Catlin to approve the General Appropriations Act Resolution to adopt the 2024-2025 budget as proposed, 2<sup>nd</sup> by Trustee Mason. Trustee Mason aye; Clerk Catlin aye; Supervisor Brown aye. AIF, passed.
- b. **Community Visioning.** An April 5 visit to the township is scheduled as part of the current grant application, per Shannon Westgate.
- c. **Kayak Rental Agreement. Motion** by Clerk Catlin to approve and sign the Master Services Agreement between the township and Rentfun, LLC, for the establishment and operation of a 4-kayak rental program, 2<sup>nd</sup> by Trustee Mason. AIF, passed. The contract is contingent on the Township receiving the Manistee County grant this spring.
- d. **Board of Review Openings (2).** These positions were discussed and will be posted. Residents who are here in the area in March are encouraged to investigate this opportunity.
- e. **Sunset Station Update.** Request for bids has gone out for phases I of the work to remove metal and provide more natural erosion protection at the end of the Lake Street pavement (pavement not to be disturbed). Completion is hoped for the end of May, before Memorial Day weekend. There will be a special meeting on this project once bids are received.
- f. **STR Updates and License Ordinance.** Inspections are ongoing with Supervisor Brown and Wes Hull. VRBO and Air B&B are cooperating with the township, in that they will require evidence of licensure before advertising. Ten applications have been received thus far. A roster of licensees is to be shared as requested.
- g. **Tree Committee Update.** Roger Brown reported that by the next township meeting 10 trees will have been planted on Lake Street, complete with mulch and WaterGators. The Lions will maintain them and make plans for fall planting.

**17. Public Comment – Other Items.** The Green Energy Law in Michigan was mentioned. This will be discussed at the next meeting.

**18. Adjourn. Motion to adjourn** by Clerk Catlin, 2<sup>nd</sup> by Trustee Mason. All in favor, passed. Meeting adjourned at 7:50 p.m.