

Township of Arcadia Board Meeting

September 14, 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; Brad Berkshire, Treasurer; Laurie Mason, Trustee; Tracy Catlin, Clerk; Jojo Chacon-Lontin, Trustee
- 3. Motion** by Trustee Chacon-Lontin to approve the agenda, 2nd by Treasurer Berkshire. AIF, passed. Note was made that the township board agenda is usually posted on the website about 2 days prior to board meetings.
- 4. Treasurer's Report.** Treasurer Berkshire noted that repaving by the Manistee County Road Commission is close to wrapping up, and our contractual payment to them will be reflected by some reduction in the general fund sometime soon. He reminded residents that the current summer taxes go toward items other than township expenses, such as schools, ISD, West Shore Community College. Summer taxes have now been paid on about 75% of the parcels in our township. **Motion** by Clerk Catlin to approve Treasurer's report, 2nd by Trustee Mason. AIF, passed.
- 5. Clerk's Report/Listing of the Bills. Motion** by Trustee Chacon-Lontin to approve Clerk's Report/Listing of the Bills, 2nd by Trustee Mason. AIF, passed.
- 6. Motion** by Treasurer Berkshire to approve 8/10/2023 Board Meeting Minutes, 2nd by Clerk Catlin. AIF, passed.
- 7. Correspondence.** None.
- 8. Planning Commission.** Bryan Opdyke noted that the group discussed, among other things, a new golf course, the purchase of 9 acres on Maxey Road, and the feasibility of adopting a noise ordinance to be enforced by the county.
- 9. Fire Department.** Wes Hull reported a busy summer since the last meeting: 6 medical runs, 2 fire runs. He obtained a rough estimate of about \$4200 on repositioning the water pumper in the fire hall to make filling easier and less dangerous. He reported the need for a few other repairs that are needed and seasonal adjustments to equipment that are planned. The fire department received a \$100 donation stemming from a rescue operation. He also noted the recent boat accident/tragedy in Lake Michigan.
Motion by Clerk Catlin to sign Manistee County Fire Departments Mutual Aid Agreement, 2nd by Treasurer Berkshire. AIF, passed.
- 10. Historical Commission.** There remains an opening on the commission for an interested person to fill. Ed Howard reviewed plans for the museum, updating and revamping some exhibits, looking forward to next year. The next Cracker Barrel program session will be on October 15 at the United Methodist Church at 7 pm. The presentation will be by an F-4 pilot who flew over 200 missions in Vietnam. The next Historical Society meeting will be held on October 17 at 7 pm.

11. Cemetery Committee. No report.

12. Marina Committee. A bid is expected from a company for lawn mowing. Bubblers/de-icers/ice-eaters are used to protect the docks from ice damage. Four of these need repairs. The repair estimate is \$1965 versus purchase of new ones \$4800. A 3-year warranty is provided with the repair. **Motion** by Clerk Catlin to spend up to \$2000 from the marina budget for repair of 4 de-icers, 2nd by Trustee Chacon-Lontin. Trustee Mason aye; Treasurer Berkshire aye; Clerk Catlin aye; Supervisor Brown aye, Trustee Chacon-Lontin aye. AIF, passed. Some discussion was held about the marina ladders that were removed 3 years ago and are being stored behind the township hall.

13. Parks and Recreation Committee. **Motion** by Trustee Mason to appoint Patricia Opdyke to the Parks and Recreation Committee, 2nd by Treasurer Berkshire. AIF, passed.

14. Manistee County Commission Report. No report.

15. Public Comment on Agenda Items – as items were raised.

16. New Business

- a. Museum operational costs and funding. Discussion was held regarding sources of funding for the operation of the museum, purchase of items such as display cases for artifacts, capital improvements, ongoing maintenance. There was general consensus regarding the value added to the community by the Arcadia Museum. Supervisor Brown explained that the township board is interested in reaching a compromise between the Historical Society and the Township of Arcadia as to how revenue is allocated to the museum. In order to have a revenue stream for funding the museum, the costs of which are anticipated at approximately \$7000 this year, ideas included a monthly fee to the Historical Society, a millage on the ballot for funding the museum, donations to the township, or some shared agreement with the Historical Society. Ed Howard noted that the museum is operated exclusively by volunteers and was begun with personal donations. There seemed to be a general perception that donations by community members were going to the museum and not the Historical Society. Information will be shared to give an understanding of revenue versus expenses, and this issue will be revisited at the next meeting.
- b. Compensation review. In addition to ongoing consideration about board member compensation, it was requested by Supervisor Brown that fire department volunteer compensation be studied as well.
- c. Election. The state-wide law regarding a 9-day period of early in-person voting was reviewed. There are to be 3 early voting precincts in Manistee County: Maple Grove, Manistee Township (near Meijer's) and the city of Manistee. Our township wishes to select the Manistee Township site for Arcadia township voters who choose to vote early during the 9 days prior to election day. The first of these days will be in either February or March. We will need employees to help staff this site, and some training is involved. It is a good job for high school students, as the age requirement is only 16 years. Interested persons should contact Clerk Catlin. **Motion** by Treasurer Berkshire to sign the Bureau of Elections agreement with Manistee County and Manistee Township to include Arcadia in the Manistee Township early voting precinct, 2nd by Trustee Chacon-Lontin. AIF, passed.

Note: The voting site for Arcadia on election day will be at the township hall, as usual. Absentee voting is also an option.

- d. Consumers Franchise Agreement. It was noted that this is a standard arrangement. **Motion** by Treasurer Berkshire to sign the Consumers Energy Company Electric Franchise Ordinance, 2nd by Trustee Mason. AIF, passed.

17. Old Business

- a. Short-Term Rental Ordinance Updates. We have received 17 registrations and have knowledge of 4 more yet to register. We will post addresses and information publicly. At the next meeting we will begin development of the registration/license ordinance, including provision for fire safety inspections.

- b. **PUBLIC HEARING regarding Lake Weed Project, 7-Year Plan, Allotments.** People owning property on Lake Arcadia were mailed a notice of their costs for this project. A signature sheet was provided for anyone who wished to protest his/her special assessment, which will be forwarded through the township attorney to the Michigan Tribunal. Public comments included support for the lake weed project, as before the weeds were treated, it was difficult to even move through the water. A recap was requested and provided of the history of this effort, including who pays and how that is generally calculated. Much reliance is placed on our assessor in this regard. Water testing was discussed to determine what else might be happening in Lake Arcadia. An effort will be made to research the availability of financial assistance from state and/or federal sources. **Motion** by Clerk Catlin to adopt the **September 14, 2023 Resolution Confirming 2024-2030 Special Assessment Roll**, 2nd by Treasurer Berkshire. Trustee Mason aye; Treasurer Berkshire aye; Clerk Catlin aye; Supervisor Brown aye, Trustee Chacon-Lontin aye. AIF, passed.

- c. Big Apple – Next steps. Although this property is up to date on taxes, it remains an eyesore. Court action and associated costs were discussed. No consensus yet as to how to proceed.

18. Public Comments. Clerk Catlin addressed inquiries regarding voter registration for newly relocated residents. Treasurer Berkshire addressed a question regarding homestead exemption. **Roger Brown of Arcadia Lions** thanked the residents and volunteers of Arcadia for making Arcadia Daze a tremendous success, raising \$48,000 this year. He too was recognized as a wonderful leader. The Lions anticipate donating money to Arcadia and surrounding communities and to scholarships. **Acknowledgement** was made by the public of the township board's extraordinary efforts in managing their positions and tackling difficult challenges for our community.

19. Adjourn. **Motion** by Trustee Mason to adjourn, 2nd by Treasurer Berkshire. The meeting was adjourned at 8:30 pm.