Arcadia Township Board Meeting

August 13, 2026

Arcadia Township Hall
3422 Lake Street, Arcadia, Michigan 49613

Township Board Minutes

1. **Call to order.** The meeting was called to order at 7:00 p.m.
2. **Roll Call. Present:** Paul Brown, Supervisor; Mike Matteson, Trustee; Josiah (Jo-Jo) Chacon-Lontin, Trustee; Brad Berkshire, Treasurer. Absent: Tracy Catlin, Clerk.
3. **Approve/Amend Agenda. Motion** by Trustee Chacon-Lontin to approve the agenda, 2nd by Treasurer Berkshire. AIF, passed.
4. **Fire Department.** Chief Hull reported another very busy month, normal for summer, with 11 medical and 3 fire runs, one of which was mutual aid with Benzie County involving a propane fire on M-22. A former fire department employee, who is trained and is an EMT, has applied to join the fire department staff. The district meeting to discuss combining fire departments was cancelled, possibly to be rescheduled.
5. **Treasurer's Report.** Treasurer Berkshire announced that the annual audit has almost been completed. Summer taxes are due by September 14; and 25% have been collected so far. The treasurer and/or deputy treasurer will hold office hours on September 14 from 9 to 5. Payment by credit card is now an option, but there is a fee to do this. Please visit the website, where there is a link for tax payments by credit card. **Motion** by Trustee Chacon-Lontin to approve Treasurer's Report, 2nd by Trustee Matteson. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Supervisor Brown briefly reviewed this report and also mentioned that the voter turnout in our precinct for the August 4 primary was 49%, matching that of Leelanau County, which was one of the highest. **Motion** by Trustee Matteson to approve Clerk's Report/Listing of the Bills, 2nd by Treasurer Berkshire. AIF, passed.
7. **Approve 7/9/2026 Board Meeting Minutes. Motion** by Trustee Chacon-Lontin to approve the 7/9/2026 Board Meeting Minutes, 2nd by Treasurer Berkshire. AIF, passed.
8. **Correspondence.** Supervisor Brown read aloud an August 2 letter from a township resident objecting to the recent movement of a large rock in Grebe Park. The board's opinion is that the rock is in a good place. It heard public comments that all supported the new layout at the park and decided that no action would be taken on this matter.
9. **Planning Commission.** Work on the master plan has moved into the phase of analyzing data collected and making a zoning plan. A special public meeting will be held at the Arcadia Community Center on August 17 at 6 pm to review a proposed site plan from Camp Arcadia.
10. **Cemetery Committee.** Trustee Matteson noted that flags and other items to commemorate veterans at the cemetery are in the process of being obtained.
11. **Parks and Recreation Committee.** The proposed Manistee County recreation plan has been received. Swings are to be installed in Pickert Park. The repair (under warranty) of the Finch Park tennis court is almost complete.
12. **Museum.** The museum has reopened. Trustee Matteson will serve as the direct contact between the museum and the township board regarding budget and needs.

13. **Marina.** Having a strong season and doing well with fuel purchases. The channel was not dredged this year and there is some buildup on the north side. Boaters are encouraged to stay on the south side of the channel.
14. **Public Comment: On Agenda Items as Addressed.**
15. **New Business**
    a. **The Dozen Golf Course Update – No Public Trail.** Notwithstanding a verbal promise in a public meeting to build a public trail around the golf course, this has not materialized. The owner now states that they will not build the trail. There was no legal requirement to do so in the permit, so the township has little recourse to force the issue. Supervisor Brown indicated that this will be considered in any future actions with the organization.
    b. **Upcoming Dumpster Day: September 19, 2026.**
16. **Ongoing Business**
    a. **Sign Project.** This project is practically completed and has received a positive response.
    b. **Roads.** Re-striping on Lake Street and at the beach parking lot will be done to correct errors.
    c. **Flags.** The board is open to suggestions from the public about the type of flag to be flown at the beach.
    d. **Short-Term Rentals Update and Cap in Place.** Now that the required 30-day notice following adoption of provision has expired, the cap is in place, limiting the number of short-term rental licenses in the township to 30. We are close to the limit currently (28) and may also need to raise fees to cover costs of administering the program.
    e. **Grebe Park.** The renovations look wonderful and the board and public expressed appreciation for the hard work that many residents contributed.
    f. **Arcadia Beach Natural Area.** Repairs are underway to the one bathroom currently out of commission. Supervisor Brown gave a thorough review of the last several-month history surrounding the beach, and the township application for grants. There has previously been work at the beach using both township funds and a grant from MCCF (Manistee County Community Fund) in the first phase of dune stabilization and improving recreational access. Now EGLE (Michigan Department of Environment, Great Lakes & Energy) has awarded the first of potentially two grants for a second phase of work at the beach. This grant is made with state funds and is focused on the foredune around the parking and observation area, down to the lake. The grant is for $100,000 and the township will match with $20,000. The focus will be a nature-based solution (NBS) foredune building practice to add sand back to the beach with extensive planting of natural vegetating to help stabilize the dune from the lake to the parking area. The township still has work to do on foredune stabilization and other beach factors south of the parking area to the end of the township property. There is a second grant that may help with that work. This would be a grant using federal funds, which has different rules than the state grant. Regardless, the township plans to take some level of action on the rest of the beach area. The township is also developing the plans for a simple pedestrian path that would be separated from the parking area and Lake street and would run from the sidewalk at the observation area to 1st street. The township expects to be able to decide on that project soon
17. **Public Comment.** Mutual appreciation was expressed by the board, the Arcadia Lions and the public for another successful Arcadia Daze last month. As a thank-you to volunteers, attendees and residents, the Lions will host a free pancake breakfast at the Arcadia Community Center on September 6 from 8:30 to 11 a.m. open to everybody.
18. **Adjourn. Motion** by Trustee Chacon-Lontin to adjourn, 2nd by Trustee Matteson. AIF, passed. Meeting adjourned at 7:45 p.m.