

Arcadia Township Board Meeting

February 13, 2025

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; Tracy Catlin, Clerk; Brad Berkshire, Treasurer; Mike Matteson, Trustee. **Absent:** Laurie Mason, Trustee.
- 3. Motion** by Clerk Catlin to approve the agenda, 2nd by Treasurer Berkshire. AIF, passed.
- 4. Fire Department.** Chief Hull reported 4 medical and 2 fire runs, and call for a car of the road since last meeting, along with the performance of various equipment checks, attending classes about recording medical emergencies, and a meeting with the state police about requirements for arson investigations.
- 5. Treasurer's Report.** Treasurer Berkshire reviewed his report of township finances. He also noted that about 70% of winter taxes have been collected; that the due date is February 14, and that local collection is allowed through February 28. He will hold office hours on 2/28 from 9 a.m. to 5 p.m. for anyone wishing to make a tax payment in person. **Motion** by Trustee Matteson to approve the 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 January 2025. **Motion** by Treasurer Berkshire to approve Clerk's Report/Listing of the Bills, 2nd by Trustee Matteson. AIF, passed.
- 7. Approve 1/9/2025 Board Meeting Minutes.** **Motion** by Clerk Catlin to approve the 1/9/2025 board meeting minutes, 2nd by Trustee Matteson. AIF, passed.
- 8. Correspondence.** The PVCC has decided to pursue a grant for an architectural survey of the PVCC building, and an evaluation of its systems, needs and programming, with recommendations for the future. The board has been asked to submit a letter of support for this grant request. **Motion** by Treasurer Berkshire to provide a letter of support from the township board for PVCC grant application, 2nd by Clerk Catlin. AIF, passed. Supervisor Brown will proceed to write said letter of support.
- 9. Planning Commission.** Brad Hopwood reported that the commission is making the final revisions to the zoning ordinance text amendments and hopes to make the proposed document available for review by all interested parties in March with a copy being placed in the township hall. By April 3 it is hoped that a public meeting and

finalization of the document for the board will occur, with deliberation and formulation of the recommended Resolution for the board to adopt by April's township board meeting.

10. Public Comment: On Agenda Items as Addressed.

11. New Business.

- a. Ragnar Race.** The Ragnar Race Director has requested permission to again allow the race on September 19, 2025, from 2 to 8 pm to go through the township of Arcadia. **Motion** by Trustee Matteson to give permission for the Ragnar Race to come through Arcadia in September 2025, 2nd by Clerk Catlin. AIF, passed.
- b. Interlocal Recycling Agreement.** Although everyone in the county contributes funds to recycling, not every township hosts recycling bins; hence a request from Springdale Township to allow their residents to use the recycling bins in the townships of Cleon, Marilla, Maple Grove, Arcadia and Pleasanton, per the interlocal agreement covering the calendar years of 2025 and 2026. **Motion** by Clerk Catlin to approve the interlocal agreement as described to allow Springdale Township residents to use the township's recycling bins, 2nd by Treasurer Berkshire. AIF, passed.
- c. Fiscal 2026 Budget – Draft.** Treasurer Berkshire led the initial board discussion tonight on the budget document to be completed and presented for public review at a March 11 public hearing. It is anticipated that the budget will be approved at the March 13 board meeting, to take effect on April 1, 2025. Revenue and expense line items were reviewed in comparison with the immediately preceding years, and both summary and detail were presented to the board. There was discussion without cavil about the upcoming master plan, clerk's salary, fire department capital equipment, plans for the road fund, the dredging fund and streetlights. Treasurer Berkshire also spoke briefly on sources of funds for the historical museum, the tree project, cemetery needs, and the marina. Harbormaster Joe Hamilton's success in bringing improvements to the operation of the marina over the past two years was described and appreciated. Public comments on the budget were invited.
- d. Sunset Station Phase 2 Information.** The plan for a more natural solution for dune protection in Phase 2 was discussed. The target timeline is the Fall of 2025. The possibility of Community Foundation funding was discussed.

12. Old Business.

- a. First on the Scene Course (FOTS) Reminder:** February 28, 2025, from 5 to 9 p.m. Information is on the website; registration is still open.
- b. Grant Update.** About \$19,000 is left from last year's grant spending. There are ongoing discussions on how to use these funds on the original target projects. Feedback from the grantors has been very positive.

- c. **STR Update.** Ten renewals and one new application have been received.
- d. **Land Acquisition Updates.** The official closing date was January 31, 2025, so the township is now the owner of the property between Arcadia Lake and Sunset Station. Next winter's tax bill will reflect the cost of the bond approved by voters in November 2024. It covers the capital fund and professional services, but no maintenance costs. Plans for the property are expected to evolve as the public contributes ideas and uses it for recreation. It will be left in its natural state for the foreseeable future.

13. Public Comment/Other Items.

- Noted: the board will pay the annual cost of \$300 to participate in the collection of hazardous household waste by the county.
- The first meeting of the Parks and Recreation Committee this year will be on March 4 at 7 p.m. in the township hall. There are many projects in the works for 2025 and the public is invited to come participate in the meetings.
- **Motion** by Treasurer Berkshire to approve spending up to \$1500 for 4 new swings at Sunset Station, 2nd by Trustee Matteson. Roll call vote: Clerk Catlin aye; Trustee Matteson aye; Treasurer Berkshire aye; Supervisor Brown aye. Motion passed. Three swings are being donated and one is being purchased at a 50% discount.
- There was a comment regarding sidewalk repair, perhaps splitting the cost with the homeowner. However, contractors have been difficult to find in the past. Discussion will continue.
- Channel dredging by the Army Corps of Engineers is not yet scheduled, but we hope to hear about it further in early April.
- There is a call for staff at the MT Plate Diner as it takes shape; welcome news for all!

14. Motion by Clerk Catlin to adjourn the meeting, 2nd by Treasurer Berkshire. AIF, passed.
Meeting adjourned at 8:15 p.m