

Township of Arcadia Board Meeting
July 11, 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; Brad Berkshire, Treasurer; Josiah Chacon-Lontin, Trustee.
3. **Approve/Amend Agenda. Motion** by Trustee Mason to approve the agenda with the additional items of guest speaker Richard Hager from the Land Conservancy and the demise of the township's computer, 2nd by Clerk Catlin. AIF, passed.

Rick Hager, a volunteer with the Grand Traverse Regional Land Conservancy, spoke about coordinating Arcadia citizens to work on a project at Arcadia Marsh to help control the invasive species called autumn olive. This effort involves 2 hours on August 27 at the west end of the marsh and 2 hours on September 3 at the east end, where the greater number of volunteers will be needed. The hours will be from 10 until noon on each day. Leather gloves, long-sleeved shirts and trousers are required! The work will mostly involve lopping off growth and carrying it away. A link for more information is available on the Conservancy's website, along with a chance to sign up for this project.

4. **Fire Department.** Wes Hull reported another busy stretch, with 8 medical and 2 fire runs. He cited an example of good coordination among agencies to come to the rescue of a kayaker in distress in Lake Michigan. The department's medical equipment is in good working condition and the fire trucks are ready for upcoming Bear Lake Days and Arcadia Daze.
5. **Treasurer's Report.** Treasurer Berkshire reviewed the current and unremarkable fund balances. He noted that the computer hard drive "crashed" and requested authority to use up to \$1200 to purchase a replacement. All records, he noted as well, are backed up. **Motion** by Treasurer Berkshire to authorize up to \$1200 to purchase a new hard drive for the township computer, 2nd by Trustee Mason. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire aye; Supervisor Brown aye. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Clerk Catlin reported bills paid as listed, reflecting summer projects well underway. **Motion** by Trustee Chacon-Lontin to approve Clerk's Report/Listing of the Bills, 2nd by Treasurer Berkshire. AIF, passed.
7. **Approve 6/13/2024 Board Meeting Minutes. Motion** by Clerk Catlin to approve the 6/13/2024 Board Meeting Minutes, 2nd by Trustee Mason. AIF, passed.
8. **Correspondence.** None.
9. **Planning Commission.** There was no meeting this month due to the July 4 holiday. The next meeting will be August 1. Brad Hopwood reported that the commission continues to work on text amendments and plans to send updates to the board during this process for its input.
10. **Historical Committee.** No report.
11. **Cemetery Committee.** Treasurer Berkshire expressed appreciation for the lawn maintenance work done by Kurt Rigstad.
12. **Marina Committee.** Again Kurt Rigstad was recognized, this time for his maintenance work at the marina, which is looking very nice. The July 4 weekend was extremely busy.

13. Parks and Recreation Committee. Matt Catlin gave an overview of another very busy month and reminded everyone that the committee meetings are usually held the first Tuesday of the month at 7 pm; however, in August it will be moved to August 13, as the first Tuesday is election day. He did note specifically that the kayak kiosk in Grebe Park has had a successful start, with over 25 rentals. The free bicycle borrowing rack is also quite popular, as evidenced by frequently seen pink bikes around town! Tom Dunn has resigned from the Parks and Rec Committee; his contributions are appreciated by the board. Dan Young has applied to join the committee. **Motion** by Trustee Chacon-Lontin to approve Dan Young joining the Parks and Recreation Committee, 2nd by Trustee Mason. AIF, passed. He is welcomed.

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

15. New Business

- a. **Reschedule August board meeting.** As two board members will be out of town on the date of the next board meeting, **motion** was made by Clerk Catlin to change the date of the next board meeting to August 15, 2024 at 7 pm, 2nd by Trustee Chacon-Lontin. AIF, passed. This change will be posted.
- b. **Manistee Harbor Tours During Arcadia Daze.** Trustee Chacon-Lontin is the captain of **The Princess** and announced that the owners of this vessel, which operates tours in Manistee Harbor, are discussing arrangements to offer tours during Arcadia Daze, including sunset and fireworks tours. **Motion** by Clerk Catlin for the board to engage in discussions with Manistee Harbor Tours for it to offer tours during Arcadia Daze, 2nd by Trustee Mason. AIF, passed, with Trustee Chacon-Lontin abstaining. Should this be finalized, details will be advertised on the organization’s website and at Arcadia Daze itself.
- c. **Zoning Board of Appeals Nominations.** **Motion** by Trustee Chacon-Lontin to **adopt Resolution No. 2024-9, reestablishing Zoning Board of Appeals membership and Terms of Office**, 2nd by Treasurer Berkshire: Shannon Westgate, Michael Matteson, Roger Brown and, as alternate, Tom McCraner. AIF, passed. Roger Brown expressed his appreciation for all of the learning and work done by the members of this commission, particularly in light of his having undergone recent training for this position. He also noted that the decisions made by the commission are 100% objective and property-related.

16. Old Business

- a. **Election Update.** Clerk Catlin reviewed the two upcoming elections, on August 6 and on November 5, 2024. She explained the state regulations about “splitting tickets” and about early voting. She also noted that there are both partisan and non-partisan candidates running for positions in the township of Arcadia, and how and when they will appear on the ballot. Sample ballots are posted on the township hall door and further information about voting is available on the local and state websites. Supervisor Brown reminded citizens that the road millage proposal is simply a renewal of what we already have; it is NOT a request for any additional road repair/improvement funds.
- b. **Potential Land Acquisition.** An appraisal of the property (old campground on the left as one proceeds on Lake Street toward Sunset Station) has been completed. Ownership issues have been settled in court. Updates to come at the next board meeting.
- c. **Recycling.** Polystyrene collection continues on a trial basis; 500 pounds have thus far been picked up. Thanks to community members who have taken it upon themselves to pick up stray pieces and move the collection bins to a better location against the township hall wall. This is still a pilot project

for which Arcadia is not charged, but if collection continues at the current level, the board will probably propose it as a permanent part of our recycling program. If interested in volunteering, please contact Trustee Mason.

d. Board of Review Opening. As Matt Catlin has volunteered to become a member, **motion** was made by Treasurer Berkshire to appoint Matt Catlin to the Board of Review, 2nd by Trustee Mason. AIF, passed. The next meeting will be next Monday.

e. Noise Ordinance. The sheriff will enforce a noise ordinance if we have one, preferably similar to others in the area. A template was made available to the board for comment prior to being sent to attorney Craig Rolfe for review.

f. Community Visioning. Shannon Westgate was reported to be working on the PVCC signs (identifying areas of interest in the township) and Grebe Park signage about the kayak water trail.

g. Dredging Update. This year's "minor" dredging of the channel has been completed to a depth of 12 feet. The final survey was finished this morning. The Army Corp of Engineers will address this next year again and possibly the year after.

17. Public Comment – Other Items.

a. A concern was raised about beach visitors trampling on the newly planted dune grass plugs inside of the gated area. Although these plants do not tend to appear significantly different from planting until they have undergone their first winter, there have been individuals not observing the obvious protected area. We will continue to keep an eye on this matter and proceed with additional action if necessary in the future.

b. A question was raised about the pipe on the north side of the pier that was left in place from previous dredging some years ago. Whether this can be removed is a matter that the board will investigate.

c. Roger Brown spoke on behalf of the tree committee about its application involving Consumers Energy for a \$2000 grant which would allow 10 additional trees to be planted this fall along Third Street and Mill Street. He also indicated that the two sequoia trees originally planted in Grebe Park will soon be moved.

d. Roger Brown also noted on behalf of the Lions Club that Arcadia Daze this year will feature a railroad exhibit at the Methodist Church, and that merchandise will again be available for purchase during the first day of the festival. He expressed thanks to the volunteers and sponsors who make this event possible every year.

e. Janice McCraner, County Commissioner, informed us that there is now a one-way lane crossing the railroad bridge in Manistee, relieving some of the detour traffic.

f. Questions from the Arcadia Book Club prompted a reminder that the whole community is "in charge of regulations/guidelines" for Sunset Station and the dunes; that questions, concerns and observations can always be brought to the board for consideration.

g. Groundbreaking on MT Plate Diner commenced this week. Congratulations to Matt and Tracy Catlin for their perseverance in bringing this asset to our community.

18. Adjourn. Motion to adjourn by Treasurer Berkshire, 2nd by Clerk Catlin. All in favor, passed. Meeting adjourned at 8:00 p.m.