

## Arcadia Township Board Meeting

September 11, 2025

Arcadia Township Hall

3422 Lake Street, Arcadia, Michigan 49613

### Township Board Minutes – Proposed

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; Laurie Mason, Trustee.
3. **Motion** by Trustee Mason to approve the agenda, 2<sup>nd</sup> by Trustee Matteson. AIF, passed.
4. **Fire Department.** (Reported at the end of the meeting, as Chief Hull received an emergency call at the meeting's start.) The fire department has received a generous donation from the Burkheads for the fire department. Since the last meeting, there have been 5 medical and 3 fire runs. All vehicles have been properly licensed.
5. **Treasurer's Report.** Summer taxes are due by September 15 (Monday), on which date the treasurer and/or deputy treasurer will be available in the township office from 9 a.m. to 5 p.m. to accept tax payments in person. **Motion** by Clerk Catlin to approve the treasurer's report, 2<sup>nd</sup> by Trustee Mason. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Clerk Catlin reminded the public that the upcoming election on November 4 has to do with local issues only, and that there is no early voting for such elections. (Early voting is associated with state and federal elections only.) **Motion** by Treasurer Berkshire to approve Clerk's Report/Listing of the Bills, 2<sup>nd</sup> by Trustee Mason. AIF, passed.
7. **Approve 8/14/2025 Board Meeting Minutes.** **Motion** by Treasurer Berkshire to approve the 8/14/2025 board meeting minutes, 2<sup>nd</sup> by Trustee Mason. AIF, passed.
8. **Correspondence.** Regarding Historical Society – see below.
9. **Planning Commission.** The next meeting on October 2 at 7 p.m. will be a public hearing on the proposed cell phone tower.
10. **Historical Committee.** The museum building itself is to be winterized. The building will be opened when there is agreement among all parties, mediation or a court order.
11. **Cemetery Committee.** The cemetery survey is ongoing and there are plans to repaint the little shed this fall.
12. **Marina Committee.** There is a vacancy on the marina committee, as Tom McCraner has resigned. Per Wes Hull, a \$250 donation was received from the VFW to cover as many veterans' launch fees as possible. A ticket system will be set up for the 2026 season to accomplish this. Storage of boats in the marina's parking lot will take place again this winter, providing additional revenue for the marina.
13. **Parks and Recreation Committee.** The Finch Park tennis court fencing and resurfacing is scheduled. Mobi Mats on the beach path will remain weather permitting. Snow fences will be placed on the beach again before the snow flies. Grebe Park has its

new picnic tables. The Garden Club is now an informal “subdivision” of the Parks and Recreation Committee. Treasurer Berkshire is exploring options for leaf removal this fall.

**14. New Business.**

**a. M-22 Byways.** This group is looking for participation from Arcadia; interested persons should notify Supervisor Brown via e-mail.

**b. Dumpster Day – September 13.** Two trucks will be available, 8 to 11 a.m., or until full.

**15. Old Business**

**a. BS&A Transition to the Cloud.** Discussion ensued regarding the inevitable transition to the cloud through this software used by the township, required for property taxes, accounts payable and payroll. Although this transition will not occur for some time, questions may be funneled at any time through Treasurer Berkshire. He reviewed a handout from BS&A regarding integrated services relative to credit card payments, taxes and other issues.

**b. Zoning Ordinance Text Amendments.** The county has reviewed these and recommended approval. **Motion** by Treasurer Berkshire to adopt proposed zoning ordinance text amendments, 2<sup>nd</sup> by Clerk Catlin. Trustee Matteson aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire aye, Supervisor Brown aye. AIF, passed.

**c. Big Apple.** There now exists a consent order for the agreement between owner and township. The owner will demolish this property by December 1, 2025.

**d. Roads.** In-town road work scheduled to be completed early spring.

**e. Short-Term Rentals.** Informational meeting on October 13 regarding STRs in Michigan will be attended by some township staff.

**f. Sunset Station Phase 2.** Work continues and will also be done in early spring.

**g. Arcadia Lake Park Update.** The board is open to hearing new ideas for future uses. The park will also be a part of overall master plan discussions.

**17. Public Comment/Other Items.**

Arcadia Lake treatment is done for invasive species only.

Stripes are expected to be made by the Road Commission on Glover’s Lake Road.

Point Arcadia residents are concerned about their clubhouse light fixture not being “night-sky compliant” and are seeking guidance about what exactly that means.

Arcadia residents are appreciative of having the yard waste pushed back at the Erdman Road site.

**18 Motion** by Trustee Mason to adjourn the meeting at 7:55 p.m., 2<sup>nd</sup> by Treasurer Berkshire. AIF, passed.