

Arcadia Township Board Meeting

January 8, 2026

Arcadia Township Hall

3422 Lake Street, Arcadia, Michigan 49613

Township Board Minutes – Approved

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. **Approve/Amend Agenda. Motion** by Clerk Catlin to approve the agenda, 2nd by Trustee Matteson. AIF, passed.
4. **Fire Department.** Chief Hull described a very busy month since the last board meeting. There were 4 medical and 6 fire runs, including several caused by the severe storms with trees down and part of a barn roof which was blown onto Glovers Lake Road. In addition, a logging truck took down a pole which delivered power and cable TV. Chief Hull also noted a developing contract among Onekama, Bear Lake and Arcadia promising mutual aid in the event of structure fires. He further reminded community residents that the town hall has a generator, so in case of storms, the hall is available as a place to get warm, to charge cell phones, etc. The question arose as to responsibility for cutting up trees falling onto roads: the county is responsible for cutting and removal.
5. **Treasurer's Report.** Treasurer Berkshire reviewed the most recent fund balances with a reminder that these will increase as winter tax payments are registered. **Motion** by Trustee Matteson to approve Treasurer's Report, 2nd by Clerk Catlin. AIF, passed.
6. **Clerk's Report/Listing of the Bills. Motion** by Treasurer Berkshire to approve Clerk's Report/Listing of the Bills, 2nd by Trustee Matteson. AIF, passed.
7. **Approve 12/11/2025 Board Meeting Minutes. Motion** by Clerk Catlin to approve the 12/11/2025 Board Meeting Minutes, 2nd by Trustee Matteson. AIF, passed.
8. **Correspondence.** None noted.
9. **Planning Commission.** There was no January meeting. Reminder was issued about upcoming meeting for public input that will take place at the Arcadia

Community Center on January 29, 2026, from 6:30 to 8:00 p.m.; public participation strongly encouraged.

10. Public Comment: On Agenda Items as Addressed.

11. New Business

- a. FY 2027 Budget Process Starting.** The budget takes effect on April 1, 2026. Treasurer Berkshire is working on a draft budget to be considered by the board at a special board meeting. **Motion** by Treasurer Berkshire to have a special budget meeting on Tuesday, March 10, 2026, at 3:00 p.m. to discuss the fiscal 2027 budget, 2nd by Clerk Catlin. AIF, passed. Committee heads were asked to submit budget information concerning each of their bailiwicks to the treasurer.
- b. Property Tax Poverty Exemptions.** The state has adjusted its guidelines for these exemptions, and we will likely follow those guidelines. More information to follow and be discussed at future board meetings.
- c. February Board Meeting.** In light of two board members being out of town, it was suggested that this meeting be cancelled. **Motion** by Treasurer Berkshire to cancel the February board meeting, 2nd by Trustee Matteson. AIF, passed.

12. Old Business

- a. Short-Term Rentals.** The public was asked to submit applications now for 2026 licenses.
- b. Arcadia Beach Natural Area.** Our GEI contractors are in the process of writing an EGLE grant for improvement to this area. If plans are approved, the township's ultimate cost would be in the form of a 50% match. The deadline for grant submission is January 31. **Motion** by Clerk Catlin to support **Resolution Approving Submission of Water Resources Division Grant Application for Lakeview Park Improvements**, 2nd by Treasurer Berkshire. Trustee Matteson aye; Clerk Catlin aye; Treasurer Berkshire aye, Supervisor Brown aye. Trustee Mason absent. Resolution adopted.

13. Public Comment. It was noted that there is a vacancy on both the Board of Review and the Marina Committees. Residents are urged to express an interest/willingness to join.

14. Adjourn. Motion by Clerk Catlin to adjourn, 2nd by Treasurer Berkshire. AIF, passed. Meeting adjourned at 7:27 p.m.