

Arcadia Township Board Meeting

December 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. **Approve/Amend Agenda. Motion** by Trustee Mason to approve the agenda, 2nd by Trustee Matteson. AIF, passed.
4. **Fire Department.** No report.
5. **Treasurer's Report.** Treasurer Berkshire noted nothing unusual in fund balances. Winter tax bills have been mailed and as tax payments are received, fund balances will increase. The treasurer will be in the township office on Monday, December 29, from 9 a.m. until 5 p.m. for residents who wish to make their payments in person. **Motion** by Clerk Catlin to approve Treasurer's Report, 2nd by Trustee Mason. AIF, passed.
6. **Clerk's Report/Listing of the Bills. Motion** by Trustee Matteson to approve Clerk's Report/Listing of the Bills, 2nd by Treasurer Berkshire. AIF, passed.
7. **Approve 11/13/2025 Board Meeting Minutes. Motion** by Clerk Catlin to approve the 11/13/2025, 2nd by Trustee Matteson. AIF, passed.
8. **Correspondence.** None noted.
9. **Planning Commission.** Treasurer Berkshire reported that there was a lengthy planning commission meeting last month with Networks Northwest in attendance to discuss the 5-year master plan. A meeting for public input will take place at the Arcadia Community Center on January 29, 2026; public participation in this process is strongly encouraged. A resident survey will be distributed next June along with the summer tax bills. Survey results will be an important contribution to the plan's development.
10. **Cemetery Committee.** Roger Anderson reported that a second drone survey will be conducted this spring to further clarify the cemetery layout.
11. **Public Comment: On Agenda Items as Addressed.**

12. New Business: Cell Tower Bond Approval. It is anticipated that this tower will improve our coverage within the village limits, eliminating most dead spots. **Motion** by Clerk Catlin to approve **Resolution to accept the bond for the special land use permit (wireless communications support structure)**, 2nd by Trustee Mason. Trustee Matteson aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire aye, Supervisor Brown aye. Resolution adopted.

13. Old Business.

- a. Big Apple.** Demolition was completed as scheduled by the end of last month. The property is still zoned commercial and has the same owner.
- b. Short-Term Rentals.** Applications for 2026 STR licenses are being accepted. There was an increase in licenses from 25 in 2024 to 27 in 2025.
- c. Arcadia Beach Natural Area.** Supervisor Brown reiterated that EGLE and GEI are supportive of our desire/efforts to preserve the beach and surrounding area’s natural beauty, with no hard infrastructure such as steel or rock. This would include continuing planting of dune grasses and replacing the Mobi Mat trail with a wooden boardwalk and a Mobi Mat extension to the water. Grants are available for beach/dune restoration and GEI will develop a grant application for the township. Sketches of proposed work were distributed incorporating the property recently acquired by the township. Funds would not be available until next fall. In the meantime, we will continue to build up sand near the shore and plant more grass.

14. Public Comment. Over the past year, the Tree Committee planted some 13 or 14 trees in the village. The goal of the committee is to become self-sustaining, having been started with funding from the Arcadia Lions and ongoing funding from Consumers Energy.

AI (artificial intelligence) is an issue that will be addressed in the master plan and will be a part of the resident survey.

15. Motion by Trustee Mason to adjourn the meeting at 7:34 p.m., 2nd by Treasurer Berkshire. AIF, passed.