Arcadia Township Hall

October 12, 2017 – 7:00 P.M.

Township Board meeting minutes

3422 Lake Street, Arcadia, Michigan 49613

Present: Janice McCraner/Supervisor, Patricia Wilson/Clerk, Greg Wisner/Trustee, Mike Cederholm/Trustee, Debbie Eckhout/Treasurer

Call to order by McCraner 7:00pm. Pledge of Allegiance & Invocation

**Public comments on agenda items:** Tom Wass, hopes Zac Gilbert will be appointed to Planning Commission

**Approval/Amendments to the agenda**: Supervisor J.McCraner, amends agenda to place Forensic Audit letter of engagement under old business, also add under Marina to add Fraud case and make a resolution. **Motion** by Debra Eckhout to add replacement of attorney and attorney use policy, **no support**. **Motion** by P. Wilson to add under planning commission, 2nd Wisner, AIF, **Passed**

**Treasurer’s Report**:

Treasurer states she provided a list of fund balances**. Motion** to place Treasurer, D. Eckhout and Deputy Treasurer Sharon Graecar on signature cards for West Shore, State Savings and Honor Banks, Clerk, P Wilson and Deputy Clerk Melanie Cederholm to appear as internal control only. **Lack of support**.

Treasurer states that it was agreed to split cost of dredging channel between Township and Marina, thus far Township has paid full $10,000. Motion by treasurer to move $5000.00 from Marina account to general fund. Discussion: 1/3 each from Township, Marina and Stoops Marina, final bill not in should be approximately $20,000. Tabled until final bill received.

Treasurer making a **motion** to purchase a new computer and accounting software for Treasurers office. **Lack of support**

Supervisor questions Treasurer for timeline to move into township hall as the previously agreed upon date of September 14, 2017 has passed. Treasurer states she will move into Township Hall when her fire safe is paid for and moved into Township Hall, Supervisor states Township will pay for fire safe when it is moved into Township Hall and Treasurer has provided a receipt state new or used and from whom the safe was purchased, per Gabridge Audit request.

**Listing of Bills** – Clerk states she has provided listing of bills **Motion** to approve bills as presented by Wisner, 2nd, Cederholm, 4 yay, 1 nay (D. Eckhout) **passed**.

**Approval Meeting Minutes** Motion to approve **September** 14, 2017 minutes as presented by Wisner, 2nd Cederholm, AIF. **Motion** to accept September 21, 2017 Special meeting by Wisner, 2nd Cederholm, AIF,**passed**

**Correspondence** – one piece of correspondence to be dealt with under new business.

**Committee and Department Reports**

**Marina/Harbor –** Stephen Bruford, Chairman ofMarina Committee, Erosion under concrete beneath main marina building, due to ice pulling boulders out; repaired by moving large boulders from lake and placing them underneath and back filling with gravel. Stephen and Dick Williams attended annual DNR Harbor Master Meeting in Boyne City. Got a lot of good information, one subject that committee will be looking into is that Arcadia had Grant in process for the Marina to the point the money, match grant for up to approximately $1,000,000.00 for new floating docks and upgrade to electrical system, recondition current office, upgrades needed at Marina many boaters want 50 amp service Marina does not have 50 Amp service, grant was approved and we did not use offered money. Marina committee would like to in future revisit this and make a commitment to follow through, committee does not want to waste time to do this again and have the board not do anything with it. Many Marinas are doing this and improving an asset of the Township. Clean Marina movement, when you meet a standard through the DNR you get to fly a flag showing you are compliant, committee will be looking into this. There were a number of deaths in the state that were attributed to drowning when actually it was a bad electrical system on boat, putting voltage in water and stopping heart when they hit water, standards in place to check for this at our Marina, Dick check every boat coming in. There is a new device they are looking into that you can toss in water and drag around and it will read any residual voltage in water.

Marina contract for 2018 reviewed, **Motion** to approve contract for Dick Williams, Harbor Master for 2018 season, Wisner, 2nd Cederholm, 4 yay, 1 nay (D. Eckhout) **passed.**

**Marina Fraud Case**: Resolution to formally reprimand and admonish Treasurer for her unwillingness to accept the finding of the State police and Manistee County prosecutor findings of no fraud was found and case was closed, Treasurer continued contact with accusations of fraud also, her neglect to notify the Board in February that case was closed, the township has incurred legal cost due to this neglect. Arcadia Township is formally reprimanded and admonished for complicity in unilaterally initiating a MSP investigation, failing to formally bring her concerns to the Township Board for consideration and for her disregard of board adopted policies governing policies. **Motion** to approve formal reprimand as stated by Wisner, 2nd by Cederholm, 3 yay, 1 nay (D. Eckout), P.Wilson abstained**. Passed.**

**Planning Commission –** G. Wisner reports,September meeting cancelled for lack of quorum, Johns Sievert resigned, **motion** by Wisner to accept, 2nd Cederholm, AIF. **passed**

**Motion** by J. McCraner to appoint Zac Gilbert to planning commission, 2nd by Cederholm. 4 yay, 1 nay (P. Wilson) **passed.**

**Fire Department** – Wes Hull - 2 medical & 3 fire runs since last regular meeting. Monday Wes did verbal presentation in front of Tribal Revenue Sharing Board, feels went well. 5 Alarm tested SCVA’s all the trucks have been gone over and repaired for DOT inspection. Next meeting will be recertification of CPR and AED’s. Medical licenses for our two trucks are in, had to call Lansing to have them found.

**Grants** – Beach Grant has not closed out, waiting for ok.

**Cemetery** –

**Historical** – Ed Howard: painting project going well adding carriage house new coat same color.

**Junk & Blight -**

**Roads –** Manistee County Road Commission invoices for Hull $10,807.50 and St. Pierre Road $10,317.21, motion by Wisner, 2nd by Cederholm, AIF.

**Park Commission** – Dan Macek - Park Commission has formed sub committees to review plans for each of the parks in Township, looking into developments, opening on Parks Commission, to be advertised. Fall clean up started and seasonal shutdown should be done first part of November. Question about street lights, bill to be paid. November 13, 2017 cancelled lack of quorum, Special Meeting to be held.

**Old Business**

**SAW Update -** Cederholm - Spoke with Brian this afternoon, waiting for response from a couple government agencies, expect to meet October 31th deadline.

**MMMP:** J. McCraner, discussed public forum including attorneys Krolczyk & Quinn and law Enforcement, date to be determined. Report by Sharon Graecar, Deputy Treasurer, we do not have to be in a rush to opt in or out, there will be more opportunity, infrastructure for possible passage of recreational Marijuana use is being put in place by state.

**Forensic Audit:** Karl Haiser CPA letter of engagement, Motion to accept Karl Haiser, CPA as forensic auditor, by Wisner, 2nd Cederholm, $5,000.00 retainer.

Roll call 4 yay, 1 nay (D. Eckhout) Passed, Check signed and mailed by Mike Cederholm.

**Weed Control and Assessment:** 3 years ago Lake Weed assessment area was reviewed a fictitious parcel that was created for easement to common areas between sidewalk and boardwalk to provide access to dockominiums. Parcel was owned by Lake Side building and transferred to Home Owners Association, during the process the records were not updated to show new owner, public notices went out for meeting actual owners were not notified, so parcel was not removed at public hearing. Since it was created with Public Hearing, Board of Review only body that has jurisdiction to remove from tax role. Board of Review and assessor are aware of this and it will be removed from tax role at December meeting of Board of Review. Foreclosure notice has been sent out, to rectify this Board needs to make a resolution to remove this year’s taxes then County can take back past two years taken off. Two steps Township Board resolution then Board of Review can remove. McCraner to get verbiage for resolution for next meeting.

**New Business**

**Snow Plowing:** To be put in paper for bid.

**Public Comment** –

Marina: issues, dredging, renting out

Attorney Fees, weed control, zoning

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Meeting adjourned by Supervisor J. McCraner 8:39pm

Respectfully Submitted, Patricia Wilson/Clerk