**Arcadia Township, Township Board Meeting Minutes**

**3422 Lake Street, Arcadia, MI**

**December 9, 2021-7:00 pm**

**Present:** Janice McCraner, Supervisor; Patti Wilson, Clerk; Brad Berkshire, Treasurer; Pat Manke, Trustee; Laurel Mason, Trustee (arrived 7:05 pm)

**Agenda additions:** add Township Old Chairs under New Business.

**Motion** to approve the agenda as amended by Clerk Wilson, 2nd by Treasurer Berkshire. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, **AIF, passed.**

**Public Comment:** none

**Motion** to recess board meeting and open Public Hearing for the Arcadia Township Park & Recreation plan 7:03PM by Clerk Wilson, 2nd by Treasurer Berkshire. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, **AIF, passed.**

**Motion** to close public hearing for the Arcadia Township Park & Recreation plan 7:05PM by Clerk Wilson, 2nd by. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, **AIF, passed.**

**Treasurer’s Report**—Treasurer Berkshire

**Motion** to approve the Treasurer’s report as presented by Trustee Manke, 2nd by Clerk Wilson. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Clerk’s Report**—Clerk Wilson

**Motion** to approve the bills as presented by Trustee Manke, 2nd by Treasurer Berkshire. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to approve the Board meeting minutes of November 11, 2021 as presented by Trustee Manke, 2nd by Treasurer Berkshire. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Correspondence** - none

**Planning Commission** –

**Motion** to reappoint Brad Hopwood to the Arcadia Planning Commission term ending 1/1/2025 by, 2nd Clerk Wilson. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to reappoint Greg Wisner to the Arcadia Planning Commission term ending 1/1/2024 by Trustee Manke, 2nd Clerk Wilson. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to reappoint Bryan Opdyke to the Arcadia Planning Commission term ending 1/1/2025 by Clerk Wilson, 2nd Trustee Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

Zoning to be voted on at the January 13, 2021.

**Fire Department Report**—Wes Hull. There were 5 medical runs and 2 fire runs since the last meeting. Santa Clause will be coming to town Saturday December 19, 2021.

**Motion** to approve payment of $315.00 to Calvin Dennis for AED training Sunday December 12, 2021by Clerk Wilson, 2nd by Trustee Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to appoint Lonnie Spence to the Arcadia Fire Department by Clerk Wilson, 2nd by Patrick Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Historical Commission Report**—Lyle Matteson- none

**Cemetery Committee Report**—Clerk Wilson- Terwilliger Funeral home obtained headstone for Theodore Mosler, donated by Arcadia Lions Club.

**Marina Committee Report**—Supervisor McCraner

**Parks & Recreation Committee Report** – Stacy Berkshire

**Parks & Recreation Committee - Open Forum #2**  
Thursday, December 16 - 3-6p at the Pleasant Valley Community Center  
Please come to the second open forum held by the Parks & Recreation Committee. They will be presenting the final concept. proposal for the refurbishment of the beach and Sunset Station.

**Motion** to support approve the submission of Costal Grant Application for Arcadia Township Sunset Station in the amount of $60,000.00 50% from Coastal Grant and 50% match from Township of Arcadia, for planning and design of improvements to Sunset Station by Clerk Wilson, 2nd by Trustee Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Recycling discussion** – Laurel Mason

**Old Business:**

**Motion** to move Clerk Wilson resignation date to January 31, 2022, by Trustee Manke, 2nd by Treasurer Berkshire. Supervisor McCraner—aye, Clerk Wilson—abstain, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**New Business:**

**Motion** to set the regular meetings of the Township of Arcadia Board of Trustees for 2022 to the 2nd Thursday to each month at 7pm by Treasure Berkshire 2nd by Trustee Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to adopt the Arcadia Township Park & Recreation five year plan by Clerk Wilson, 2nd by Trustee Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye **AIF, passed.**

**Motion** to approve three-year contract for Township of Arcadia Assessor Barbie Eaton, in the amount of $17,760 per year to be paid monthly by Trustee Manke 2nd by Clerk Wilson. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to donate extra Township hall chairs to entities that desire them by Trustee Mason 2nd by Clerk Wilson. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Motion** to approve payment of $4515.36 to Manistee County Controller/Administrator for Tax roll maintenance, bills and computer services by Clerk Wilson 2nd by Trustee Manke. Supervisor McCraner—aye, Clerk Wilson—aye, Treasurer Berkshire—aye, Trustee Manke—aye, Trustee Mason—aye. **AIF, passed.**

**Public Comment:** None

Meeting adjourned at 8:17 pm.

Respectfully submitted by

Patti Wilson

Clerk Township of Arcadia