Township of Arcadia
Park Commission
3422 Lake Street, Arcadia, MI 49613

July 11, 2016 – 6:30pm

PRESENT:

MELANIE CEDERHOLM DAN MACEK
JOE FREDERICK JOHN STEBEN
KIM HULL MIKE SLAVENS

Meeting called to order in Township Hall at 6:35pm.

PUBLIC COMMENT ON AGENDA ITEMS: NONE

APPROVAL/AMENDMENTS TO THE AGENDA: ADD TWP CLERK PATRICE WISNER REGARDING REELECTION FORMS AND BUDGET ITEMS TO ADGENDA AFTER CORRESPONDENCE - UNANIMOUS CONSENT.

TRESURER’S REPORT: MOTION TO ACCEPT TREASURER’S REPORT PENDING ANSWERS FROM CLERK ABOUT LINE ITEMS BY MACEK, 2nd BY JOHN STEBEN. AIF

APPROVAL OF MEETING MINUTES: MOTION TO APPROVE 06/13/16 MINUTES WITH NAME AMMENDMENT TO “PARK” COMMISSION AS LISTED ON ORIGINAL BALLOT VERBIAGE BY JOE FREDERICK, 2nd BY MELANIE CEDERHOLM. AIF

CORRESPONDENCE: NONE

TWP CLERK, PATRICE WISNER - HANDED OUT REQUIRED ELECTION DOCUMENTATION. SUGGESTED RETURNING COMPLETED FORMS BY 07/15/16 TO ALLOW FOR ANY ERRORS TO BE CORRECTED. FINAL DATE TO TURN IN 07/21/16 BY 4:00PM EST WITH A MINIMUM OF 9 SIGNATURES, MAXIMUM OF 30. STATEMENT OF ORGANIZATION MUST BE TURNED IN TO THE COUNTY CLERK 10 DAYS AFTER QUALIFYING PETITION.

COMMITTEE REPORTS – MIKE SLAVENS DID NOT HAVE A JULY MAINTENANCE REPORT COMPLETED AS OF YET.

OLD BUSINESS:

BUDGET UPDATE – PATRICE WISNER TO CHECK ON ORIGINAL BUDGET AMOUNT DUE TO DISCREPANCY FROM ORIGINAL MINUTES TO CURRENT PROFIT AND LOSS REPORT. SHE WILL ALSO TAKE PARK COMMISSION DECISION TO NOT PAY FOR MITTN BAGS AT THE MARINA TO THE 07/14/16 BOARD MEETING FOR DISCUSSION.

PORTABLE RESTROOM EXPENSES - DAN MACEK TO CHECK ON PUMPING GREBE RESTROOMS BIWEEKLY RATHER THAN WEEKLY.

USE OF TWP MARINA DUMPSTER – MIKE SLAVENS’ STUDY DETERMINED ½ THE MARINA DUMPSTER USAGE IS THE RESPONSIBILITY OF THE PARK COMMISSION. MOTION TO PAY ½ THE EXPENSE BY MELANIE CEDERHOLM, 2nd BY JOHN STEBEN. AIF

NEW BUSINESS:

PARK COMMISSION GUIDELINES: PER TWP CLERK, PAYROLL REQUESTS MAY BE TURNED IN QUARTERLY OR YEARLY BASED ON FISCAL YEAR. PAYROLL PERIODS: 3/19 – 06/18, 06/19 – 09/18, 09/19 – 12/18, AND 12/19 – 03/18.

ARCADIA TOWNSHIP PARK PLAN REVIEW – BEGINNING WITH SUNSET STATION. MELANIE CEDERHOLM TO REVIEW EXISTING SIGNAGE AND MAKE SUGGESTIONS FOR ADDITIONAL SIGNAGE IN ALL TOWNSHIP PARKS.

MOTION TO ADJOURN BY MELANIE CEDERHOLM AND 2nd BY JOE FREDERICK. AIF

Meeting Adjourned at 7:45pm.

RESPECTFULLY SUBMITTED,

MELANIE S. CEDERHOLM, PARKS COMMISSION SECRETARY