

Township of Arcadia Board Meeting
May 9, 2024
Arcadia Township Hall
3422 Lake Street, Arcadia, Michigan 49613
Township Board Meeting Minutes

1. **Call to order.** The meeting was called to order at 7:00 p.m.
2. **Roll Call. Present:** Paul Brown, Supervisor; Laurie Mason, Trustee; Tracy Catlin, Clerk; Brad Berkshire, Treasurer; Jojo Chacon-Lontin, Trustee.
3. **Motion** by Trustee Mason to approve the agenda with the additional items of Habitat for Humanity permit fee and recycling update, 2nd by Trustee Chacon-Lontin. AIF, passed.
4. **Fire Department.** There were 4 medical and no fire runs since the last meeting. Note was made of a \$100 donation by the Lutheran Camp for a Conway hydrant.
5. **Treasurer's Report.** Treasurer Berkshire reported that an engagement letter with the auditors has been signed, that property tax bills will go out on July 1, and that address changes need to be reported by the end of May. **Motion** to approve Treasurer's report by Trustee Mason, 2nd by Clerk Catlin. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Normal expenditures were listed in the monthly report. **Motion** by Trustee Chacon-Lontin to approve Clerk's Report/Listing of the Bills, 2nd by Treasurer Berkshire. AIF, passed.
7. **Approve 4/11/2024 Board Meeting Minutes.** **Motion** by Clerk Catlin to approve the 4/11/2024 Board Meeting Minutes, 2nd by Treasurer Berkshire. AIF, passed.
8. **Correspondence.** None to report.
9. **Planning Commission.** Brad Hopwood noted that Arcadia does have a watershed plan in conjunction with the overall DNR plan and master plan encompassing the larger areas in our region. He said that the commission did not have a meeting in April.
10. **Historical Committee.** Nothing to report.
11. **Cemetery Committee.** Nothing to report.
12. **Marina Committee.** Treasurer Berkshire reported that on April 18 he and Ross Kladder attended a meeting in Grand Haven regarding, among other things, Lake Michigan's recreational harbors, which is how Arcadia's harbor is classified. Although there is no foreseeable funding from the Army Corps of Engineers for dredging small channels like ours, the relationships established can only be of benefit to us in the future. Treasurer Berkshire also reiterated the 3 strategic areas that the marina committee is focusing on: 1) keeping the channel open, including awareness that we have two more years of millage funds for this purpose, and maintaining contact with federal representatives regarding the importance of our harbor; 2) enhancing marina revenue; 3) keeping the buildings and docks in good working order. Committee meetings are held on the Tuesday before board meetings in the township hall.
13. **Parks and Recreation Committee.** Matt Catlin reported a very busy month, including Pickert Park cleanup. He asked for anyone's funding ideas for playground equipment. Grebe Park improvements have been made. New benches have been set up around town. Dumpster Day is this coming Saturday, after which the Mobi-Mats will be set out on the path to the beach. The next meeting will be on the first Tuesday of the month, June 4, at 7 p.m.
14. **Public Comment on Agenda Items** – on items as addressed.

15. New Business

- a. **Code Red Service.** This is a national telephone service available to individuals for emergency messages. A flyer was provided with more information.
- b. **Hazard Waste Collection – August 17 – Manistee County Road Commission.** Specifics about what can be accepted are included in the brochures from BARC (Bay Area Recycling Community) that were made available.
- c. **Road Millage Renewal.** Discussion took place regarding the renewal of a 0.6 millage proposal to be placed on the ballot this year for the 5-year period beginning in 2025 for road improvements (as opposed to the paving of dirt roads/new paving projects, which is a huge expense, far greater than the amount generated by this proposal). Our attorney drew up ballot language, which was read out by Clerk Catlin. Our current millage for this purpose is the same – 0.6 mills – and expires this year. **Motion to adopt Resolution to Approve Ballot Proposal for Renewal of Public Road Maintenance/Improvement Millage** was made by Clerk Catlin, 2nd by Treasurer Berkshire. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire, aye; Supervisor Brown aye. AIF, passed.
- d. **Noise Ordinance.** The sheriff will enforce noise ordinances consistent with those of other townships. Samples from Pleasanton and Springdale were provided. Public comments included the likelihood of a county-wide ordinance being quite some time away, the need for STRs to have guidance in this area, whether golf course maintenance would be excepted, fireworks, cooperation from Air B&B and VRBO, the advantage of having a tool available to address chronic situations. Public comments/ideas are welcome; please leave a phone message, call or send e-mails to the township board.
- e. **Habitat for Humanity** is putting in a ramp for a wheelchair-bound resident and requests a waiver of the \$100 permit fee. **Motion** by Trustee Chacon-Lontin to waive the permit fee of \$100 for Habitat for Humanity to install a ramp for this Arcadia resident, 2nd by Trustee Mason. Trustee Chacon-Lontin aye; Clerk Catlin aye; Trustee Mason aye; Treasurer Berkshire, aye; Supervisor Brown aye. AIF, passed.

16. Old Business

- a. **Board of Review Opening.** Supervisor Brown once again encouraged public interest in this position.
- b. **Dumpster Day May 11. Grit and Gravel May 18. Spring Fling May 18.** All welcome; plans in place.
- c. **Potential Land Acquisition.** As mentioned at the last meeting, there remains a deed issue about the subject property adjacent to Sunset Station. A May 20 hearing is scheduled, which will hopefully resolve things.
- d. **Private Use of Township Facilities.** The board encourages patrons to use the PVCC for social functions and the township hall for government/political purposes. Finch Park is also a possibility, perhaps on a first-come, first-served basis. This matter is tabled until the next meeting.
- e. **Onkama School Cleanup Planned for May 10.** Clerk Catlin has coordinated this event, to host some 60 grade-school and middle-school students doing a variety of tasks – planned for tomorrow, May 10, for about 2 hours in the morning. Several community members have volunteered to pitch in and help, from washing the fire trucks to planting flowers to pulling weeds to beach and park cleanup.

f. Community Visioning. Shannon Westgate made the very welcome announcement of a \$70,097 grant awarded to the township of Arcadia for the Arcadia Township Recreation Development Initiative project by the Manistee County Community Foundation – Minger Family Endowment Fund. This grant is matched by Township funds of \$66,160, for a total project budget of \$136,257. Shannon reviewed purposes of the grant, to be used for a recreation kiosk at the PVCC, Finch Park improvements, clearing of the beach back to its natural state, beach grass planting, Grebe Park fish dock repair, self-serve kayak launch and rental (proceeds to be split with the township), a sign regarding a water trail, among other items. The board expressed its sincere appreciation to the Minger family, the Manistee County Community Foundation, and for the efforts of Shannon Westgate in securing this resource.

g. Sunset Station Update. The work to restore this area is underway and should be completed soon.

h. Dredging. This project is slated to be completed by the end of the month, barring untoward weather conditions.

i. STR Updates and License Ordinance. Inspections and licensing are underway, with good compliance thus far.

j. Tree Committee Update. Treasurer Berkshire reported on behalf of Roger Brown that, along with the 16 trees which have been planted along Lake Street, there will be 2 sequoia trees planted in Grebe Park. He described the types of trees now planted and noted that another planting will occur in the fall. Arbor Day was observed with a tree planted in Finch Park and a proclamation read by Supervisor Brown. A silent auction arranged by Judy Twigg brought in some \$1,300!

k. Recycling Update. There are new containers adjacent to the recycling bins for the collection of polystyrene (“Styrofoam”). This is part of a pilot program, to be evaluated in the fall as to whether to make it permanent. Trustee Mason will make appropriate signs for these containers.

17. Public Comment – Other Items.

a. Pam Evans, Manistee County Library Board member, stayed throughout this meeting and spoke at the end, describing current events. The Arcadia librarian, Jessica, was uniformly acknowledged to be a wonderful resource. The Manistee County library has a new director, Julie Cirone, who was described as having a great deal of talent, energy and knowledge. The library offers its services if needed to fix any “little libraries” needing repair. She also mentioned that a library millage renewal will be on the ballot in August. In addition to reading materials, Pam described the “library of things;” that items such as telescopes, metal detectors, “Hot Spots,” laptops and a “Bluey” costume are all available for the public to check out. She also mentioned a “book bike” which could come to community events with things to give away. Furthermore, she stated that she has been to many township board meetings lately, but this one was the best!

b. Matt Catlin thanked Shannon Westgate on behalf of the Parks and Recreation Committee for her work on the grant mentioned above.

18. Adjourn. Motion to adjourn by Clerk Catlin, 2nd by Trustee Mason. All in favor, passed. Meeting adjourned at 8:14 p.m.