

Georgette Peterson, Supervisor  
 Susan Wilson, Clerk  
 Jill Sanborn, Treasurer

Ron Klein, Trustee  
 Ted Swanson, Trustee

ARLINGTON TOWNSHIP  
 VAN BUREN COUNTY, MICHIGAN  
 BOARD MEETING MINUTES  
 APRIL 16, 2025  
 Draft

**Section 1: Opening**

Supervisor Peterson called the meeting to order at 7:00 p.m.

Pledge of Allegiance was recited.

Roll Call: Ted Swanson, Jill Sanborn, Ron Klein, Susan Wilson, Georgette Peterson and guest, Attorney Scott Graham.

Motion to approve the agenda made by Ted Swanson, seconded by Georgette Peterson. All in favor.  
 Motion carried.

**REPORTS**

**Law Enforcement:** Deputy Torres gave his report. 168 calls for this quarter. Blight citations will soon be dispersed. Let Deputy Torres know how to handle vehicles for sale at property owned by Mr. Edgar D. Mims, 51810 M-43, Bangor, Michigan. Question is if the vehicles for sale are on the residential side of the property or the business side of the property.

**Fire Departments:**

**ABB Fire Department:** Greg Myrkle thanked Arlington Township for approving the ABB Fire Budget. In March there was a total of 63 calls. There were 12 medical, a brush fire, two personal injury accidents. There are six probationary members, with two more going to school next month. There are no longer enough lockers. There will be a comedy show fundraiser on Friday, August 29<sup>th</sup>, at the Historical Museum. Tickets are \$40 and includes dinner.

**Lawrence Fire Department:** Reports summarized by Georgette Peterson. There were no fires in Arlington Township in March. There were five responses. The written report talked about training. They approved a motion for the Medical Assistant Chief, James Fein, to become a full-time position from being part time effective on April 14, 2025. The title for the position will remain the same as in Lawrence Township Ordinance 22, Emergency Services (Medical Assistant Chief). However, the position description has language the addresses additional responsibilities, to include serving as a fire officer as well.

**Senior Services:** Jeannie Babcock: There is a golf outing coming up on May 30<sup>th</sup>. That will be a fundraiser. She has additional information on that. Quarterly newsletters are out. She left several copies.

**Road Commissioner's Report:** Project Program sheets need to be discussed regarding ditching and cleaning out culverts. Culverts are the responsibility of the property owners. The culvert on 44<sup>th</sup> Avenue needs to be cleaned out and that at this time it is not impacting the road. Discussion regarding the purchase of culvert rakes from Lander's Hardware in Bangor. Also check with the Road Commission regarding drainage and water issues.

**Commissioner's Report:** No report given.

**Assessor's Report:** Danielle Golembiewski written report, summarized by Georgette Peterson. There has been no building permit information since November of 2024. One combination and one land division were approved this month. One prior year PRE adjustment was processed and sent to the county treasurer. One record card request was received and forwarded to the FOIA coordinator with copy of record requested. Went over the Ag vacant class to ensure all were receiving the automatic school millage exemption. Received one late Personal property statement and added to the JBOR folder. Proposed land division surveys were supplied to the zoning and PC for possible steps for a private road. Assisted residents with completing poverty exemption applications. Processed March deeds. Entered address updates from the county. Verified Qualified Forest list from MDARD. Rolled over 2025 database. BSA cloud went live, learning system. Sent EMPP/Personal property exemption data to the state. Reviewed interior information from current listings. Prepping for this round on 20% parcel review. Lawrence fire budget sent to the treasurer. The Assessor is not currently receiving the reports or permits.

**Supervisor's Report:** Georgette Peterson: 123Net METRO Act was discussed. This has been before the board in the past and was declined. Georgette then had a discussion on the phone regarding 123Net and was told that the township would need a very good reason to deny it. It wouldn't hurt anything. Jill Sanborn made a motion to allow 123Net to place fiber on 52<sup>nd</sup> Street from 28<sup>th</sup> Avenue to 48<sup>th</sup> Avenue. Ted Swanson seconded the motion. No discussion. Motion Passed.

Bob: The American Legion would like to install an American flag pole and a solar light to light the flag at Hoppins Cemetery. There will be no cost to the township and they will work with the sexton to get it installed.

Jill Sanborn, moved to approve the American Legion to install an American flag pole and a light, working with the sexton at Hoppins Cemetery. Seconded by Ted Swanson. Motion Passed.

**Clerk's Report:** Susan Wilson – No report

**Treasurer's Report:** Jill Sanborn – Taxes have gone live on BS&A cloud. Started processing the delinquent personal property taxes. BS&A financials will go live on May 5<sup>th</sup>, 2025. We will do double data entry in QuickBooks Online and BS&A Cloud through the month of May, 2025. BS&A training will be conducted onsite from May 5<sup>th</sup> - May 23<sup>rd</sup> for everyone involved with receipting, invoicing, and payroll. We will be implementing Positive Pay and remote data capture on May 1<sup>st</sup>, 2025 to enable uploading checks to the bank. There have been high rates of return on the Money Markets.

Ted Swanson made a motion to pay the bills outlined in the Treasurer's report. Seconded by Ron Klein. Roll call vote: Ted Swanson, Yes; Jill Sanborn, Yes; Ron Klein, Yes; Susan Wilson, Yes; and Georgette Peterson, Yes

Prior Month Statistics	General Fund	MBLic Fund
Beginning Balance	\$237,049.02	\$192,257.17
Monthly Receipts	\$ 97,900.20	\$ 433.12
Monthly Expenditures	\$124,563.73	\$ 15,147.10
Ending Balance	\$210,385.49	\$177,543.19

There is a difference of \$349 between MBLIC February 2025 ending balance and March 2025 beginning balance due to changing date of web site developer voided check from February to March.

**Planning Commission Report:** Ron Klein – in discussion with McKenna in putting together a package of ordinances both general and specific. They should have a pre-draft for us in a week. Ron and Matt Butler will be going through that and returning it our additions, our drawings, and whatever else we have. They are talking with the GEI construction consultants regarding the restoration of the property near 40<sup>th</sup> Avenue and 48<sup>th</sup> Street. The Master Plan is running background and we will have information on the Master Plan in the next few weeks.

There have been concerns regarding the zoning on the county GIS map that the zoning of some properties is not indicated. These parcels are listed below:

The Arlington Township Planning Commission recommends that Parcel # 80-03-010-030-03 should be designated as zoned commercial.

Georgette Peterson, moved that the map show that Parcel # 80-03-010-030-03 be designated as zoned commercial.

Seconded by Ted Swanson. No discussion. Motion Passed.

The Arlington Township Planning Commission recommends that Parcel ID # 80-03-010-030-03 requests a special use permit under Arlington Township Zoning Ordinance Section 3.07 C. for a mini storage business. This parcel is zoned commercial, and is located at 31915 52<sup>nd</sup> street, Bangor, MI 49013, by Mr. Edgar D. Mims, 51810 M-43, Bangor, MI 49013

Ron Klein, moved that the Arlington Township Board of Trustees approve the Planning Commission's recommendation for a Special Use Permit for Mr. Mims.

Seconded by Ted Swanson. Discussion regarding contingencies with the site plan. Motion Passed.

The Arlington Township Planning Commission recommends that Parcel ID # 80-03-001-035-00 requests rezoning from Residential (R2) to Agriculture for an 8.8-acre parcel located at 45811 24<sup>th</sup> Avenue, Bloomingdale, MI 48026, (49026-sw) owned by Scott Lake Development Inc., 81265 46<sup>th</sup> Avenue, Coloma, MI 49038. Campground cannot be located in residential zoning. Campgrounds may only be in agricultural zoning.

Ted Swanson, moved to rezone from Residential (R2) to Agriculture for an 8.8-acre parcel # 80-03-001-035-00 located at 45811 24<sup>th</sup> Avenue, Bloomingdale, MI 48026 (49026-sw), Seconded by Georgette Peterson. Motion Passed.

The Arlington Township Planning Commission recommends approval by the Arlington Township Board of Trustees that an application for a Special Use Permit under the Arlington Township Zoning Ordinance number 2020-02, 1. Section 3.09 A. (E,9), for Parcel ID # 80-03-001-035-00, located at 24<sup>th</sup> Avenue, Bloomingdale, 48026 (49026-sw). The Special Use Permit shall be compliant with all requirements of the state of Michigan (Department of Environment, Great Lakes and Energy), P.A. 368 and Van Buren County. Ted Swanson, moved to approve the Special Use Permit for Parcel ID # 80-03-001-035-00, located at 24<sup>th</sup> Avenue, Bloomingdale, 48026 (49026-sw), to be compliant with all requirements of the state of Michigan (Department of Environment, Great Lakes and Energy), P.A. 368 and Van Buren County. Seconded by Georgette Peterson. Discussion of expansion and wetlands. Motion Passed.

Jill Sanborn had questions regarding McKenna updating the ordinances. Jill recalled that Ron Klein had agreed to draft a request for proposals to send out to companies to do our ordinances in a previous meeting. Ron Klein then said that that was done last fall, and he called people and never got an answer and McKenna was the only one. Ron stated, If you need to get more quotes, I'm not going to do it. Jill will now work up an RFP for Board review.

**Zoning Administrator:** Ryan Laylin – Georgette Peterson reporting. One new home build on 36<sup>th</sup> Avenue, and one permit issued for a shed on Appleblossom Drive. The 300' notices for two variance requests were mailed for the March 26<sup>th</sup> meeting. Both were granted. Ryan mailed out 300' notices for the April 14<sup>th</sup> Planning Commission meeting regarding a Special Use Permit on the Mims' commercial property for "storage units". He was requested to send out 300' notices for a forthcoming meeting regarding the Scott Lake campground. The main complaint is the new single wide mobile home at 52211 30<sup>th</sup> Avenue, which is completely unpermitted. Ongoing investigation.

**Public Comment on any agenda item (3-minute time limit)**

Bradlee Page, Southwestern Michigan Dust Control. Has a local business regarding dust control on dirt roads. Uses locally sourced brine. Will provide spraying three times a year.

Rick Molenda: The roads around Scott Lake, specifically Sycamore and Woodland need work desperately. Deputy Torres said he could not drive his police car on them. Georgette Peterson said she would check with the Road Commission.

**Approve Minutes:**

Approval of March 19<sup>th</sup>, 2025, minutes: Jill Sanborn moved to approve the March 19<sup>th</sup>, 2025 Arlington Township Board Minutes; Seconded, Ted Swanson; Motion Passed

Approval of March 26<sup>th</sup>, 2025 Special Meeting minutes: Jill Sanborn moved to approve the March 26<sup>th</sup> 2025 Special Meeting minutes, Seconded, Georgette Peterson, Discussion regarding adjournment time. Motion Passed.

Approval of the April 14<sup>th</sup>, 2025, Joint Fire Board Department Meeting minutes correcting \$62,000 to \$62,000: Georgette Peterson moved to approve the April 14<sup>th</sup>, 2025 Joint Fire Board Department Meeting minutes, Seconded, Jill Sanborn. Motion Carried.

New Business:

Consent Agendas: Consent agendas allow reports from agencies to be submitted without a representative needing to attend the meeting unless that Board requests clarification of the report. Consent agendas allow all reports to be approved at one time. The consent agendas will be allowed in all cases except: Law Enforcement, Fire Department, and County Commissioner.

Georgette Peterson moved to allow consent agendas to be submitted without a representative needing to attend the meeting unless that Board requests clarification of a report. The consent agendas will be allowed in all cases except: Law Enforcement, Fire Department, and Commissioner. Seconded by Ted Swanson. Motion Passed.

Transfer Station:

Tire Recycling at the Transfer Station: The Van Buren Conservation District has applied for a grant to cover most of the cost of allowing tire recycling at the transfer station. A Memorandum of Understanding between Arlington Township and Van Buren Conservation District was discussed. Ted Swanson made a motion to accept the Memorandum of Understanding between Arlington Township and Van Buren Conservation District. Seconded by Jill Sanborn. Ron Klein abstained. Motion Passed.

Other Issues: It has been reported that more gravel is needed to fill the edges and between the pads. Electric is also needed, the periodic use of dumpsters, a transfer station employee, and a shipping container.

Gravel (Dirt Works – Zack Nelson	\$1,415
Krohn’s	\$1,900
Electric and Electrician	(TBD)
Dumpsters: Best Way Disposal	
Solid Waste	\$470
Metal Recycling	\$250
Recycling	\$310
Employee	(TBD)
Shipping Container: 20’	
Conex West, used container	\$2,654 Delivered
WWT, used container	\$3,200 Delivered

Signs were picked up. Ted would like to be reimbursed for the hardware he purchased to hang the signs. Jill Sanborn made a motion to cover gravel and shipping container expenses of \$6,500. Seconded by Georgette Peterson. Roll Call Vote: Ted Swanson, Yes; Jill Sanborn, Yes; Ron Klein, Abstain, Susan Wilson, Yes; Georgette Peterson, Yes.

MTA Membership: Annual Premium \$1,900 and New Clerk's Training \$400.

Georgette Peterson made a motion that we renew the MTA Annual Membership of \$1,900, and the New Clerk's Training Series for \$400.

Seconded by Jill Sanborn. Roll Call Vote: Ted Swanson, Yes; Jill Sanborn, Yes; Ron Klein, Yes; Susan Wilson, Yes; Georgette Peterson, Yes.

Old Business: None

Motion to Adjourn: Jill Sanborn made a motion to adjourn the meeting. Seconded by Susan Wilson.

Meeting adjourned at 8:11 p.m.

Respectfully Submitted,  
Susan Wilson, Clerk