

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

Ron Klein, Trustee
Ted Swanson, Trustee

ARLINGTON TOWNSHIP
52022 34th Avenue, Bangor, Michigan
BOARD MEETING MINUTES

August 20, 2025

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

Pledge of Allegiance was recited.

Roll Call: Ted Swanson, Ron Klein, Jill Sanborn, Susan Wilson, and Georgette Peterson all present.

Others Present: Scott Graham, Arlington Township Attorney

Approval of Agenda: Ron Klein asked to change the order of the Planning Commission Report since he would be recommending that a Special Use Permit be approved by the board. The report was moved to after the Public Comments section.

Ted Swanson made a motion to approve the agenda as amended, supported by Susan Wilson. All in favor. Motion carried.

Reports:

Consent Agenda Reports

Assessor's Report

Supervisor's Report

Marijuana Coordinator's Report

Clerk's Report

Zoning Commission Report

Road Commission Report

July 16, 2025 Board Meeting Minutes were approved.

July 16, 2025 Closed Session Meeting Minutes were approved.

Motion was made by Ron Klein to approve the Consent Agenda Reports. Ted Swanson supported the motion. All in favor. Motion carried.

Reports

Law Enforcement: Report in the board packet. The deputy was on vacation.

Senior Service's Report: Jeannie Babcock gave her report. There are 235 members in the system for Arlington Township. Lesley, Care Coordinator, arranges services for home-bound individuals. They are looking for volunteers to provide rides for seniors, especially for medical services.

Fire Departments:

Arlington, Bangor City, and Bangor Township (ABB): Greg Myrkle reported that there was a total of 334 calls year-to-date. Over the past week and a half 4 calls had been from self-inflicted gunshot wounds. On Friday and Saturday, August 29th and 30th, at 7pm there will be a night of comedy by Bobby Henline at the Odd Fellows Hall. The show and dinner is \$40.00. On Saturday, August 30, there will be a Pancake Breakfast from 7am to 10am at 417 W. Arlington Street. Mirror Image gave a substantial financial donation for the backpack program.

Lawrence Township Emergency Services: Report in the board packet.

Commissioner's Report: Kurt Doroh reported that the Palisades Nuclear Power Plant passed their emergency preparedness drill. They had two practice runs prior to the drill. Sherriff Daniel Abbott was awarded 2025 Sheriff of the Year. Van Buren County SWAT Team members were honored for their actions in a pipe bomb incident that occurred on July 4. At a Van Buren County Board meeting Tim McGee, 911 Director, reported that per the 2024 CARES report, cardiac arrest victims in Van Buren County had a 67% survival rate which is higher than the state average of 34% and the national average of 39%. The Van Buren County surveyor position has been eliminated.

Treasurer's Report: Jill Sanborn asked for approval to pay expenses from July 17 to August 20, 2025. Checks with dates of 8/19/2025 are post board approval payments, checks with dates prior to this date were issued prior to board approval per Arlington Township General Policy Manual or were previously approved by the board.

Ted Swanson made a motion to approve payment of the expenses. Georgette Peterson supported the motion. All in favor. Motion carried.

Public Comments: Two comments were made at the meeting. Annie Funke and Jeff Douglas

Planning Commission: Ron Klein reported that the Planning Commission, at their July 30, 2025, meeting recommended that the board approve of a Special Use Permit to establish and operate six resort cabins on Parcel # 80-03-012-012-00, owned by Krzysztof Granat, at 46311 28th Ave., Bangor, MI 49013. Since resort cabins are not included in the requirements of P.A. 368, which was further clarified by EGLE, this falls to local government to regulate. Resort cabins should be defined and added to Section 3.09 (E) (9) of the Arlington Township Zoning Ordinances.

Ron Klein made a motion to approve the above recommendation made by the Planning Commission at their July 30, 2025, meeting. Ted Swanson seconded the motion. Further discussion was held. Roll call vote: All in favor. Motion carried.

New Business:

Katie Vanderhulst – Michigan State Housing Development Authority (MSHDA) – Katie Vanderhulst from Market One addressed the community and board regarding MSHDA's Community Development Block Grant (CDBG) for Homeowner Rehabilitation. This grant will assist to rehab homes for low to moderate income homeowners in the township who are seniors, disabled, veterans, or a minority. Total funding for the grant is \$400,000 with \$61,000 of that being designated for administrative costs. The grant is designated to rehab a home's exterior, interior, improve energy efficiency and/or accessibility such as ramps. The grant will cover about 15 to 20 homes in the township. Approximately \$10,000 to \$20,000 will be spent on each home with a limit of \$40,000. The program will run for 2 years. All work should be completed in the 2-year timeframe. Arlington Township has already submitted a letter of intent, and a designation memo has been received as a selected participant contingent upon the completion of a formal application. The formal application will need to be submitted by September 17, 2025, with grants formally awarded on September 30, 2025. If the grant is awarded, the township will need to advertise for a third-party administrator (TPA) who will administer the grant. The \$61,000 administrative cost will cover the expenses of the TPA. The TPA will be charged with developing program guidelines, ranking criteria, application creation, advertising the program and educating the public on the grant. The board will have oversight on the project and give approval on various matters as needed such as choosing the contractors. The board and community asked questions regarding the grant. Georgette Peterson will act as a liaison for the grant.

Georgette Peterson made a motion for a resolution to submit a formal application to MSHDA for the Community Development Block Grant. Ted Swanson seconded the motion. Further discussion, questions and answers were held. Roll call vote: All in favor. Motion carried.

Recycle – Transfer Station – Jill Sanborn reported that Kalli Marshall, Van Buren County Recycling Coordinator, has funding to provide education on recycling. She has flyers and pamphlets if needed. Ted Swanson shared that the Recycling Center is being used. There is a need for someone to mow the grass. Brendon Colpetzer who is the station attendant, is interested in doing this. Ted presented some financials on Brendon working at the recycling center as well as mowing the grass. Discussion transpired.

Jill Sanborn motioned to amend Brendon's contract and add mowing the lawn twice per month at the rate of \$60.00 per month from April through October. Susan Wilson supported the motion. Roll call vote: All in favor. Motion carried.

Jill and Ted praised Brandon for the good work he is doing. He is helpful, personable, knows what he is doing and has good manners. Because Brandon is an independent contractor and is not covered by the Blanket Employee Fidelity and Faithful Performance through

MMRMA (similar to a bond), he cannot accept money for the recycling center punch cards. Brandon was unable to be at the last board meeting due to being in the emergency room. Ted was looking into a mini-split heating and cooling system for the transfer station shed. Fleetwood has a system for \$3,500.00. We could get reimbursed for the unit. Georgette asked Ted to seek out other quotes. Another shed may be needed for the lawn mower, gas and oil. An existing Connex container may be used temporarily for the mower. Discussion and motion on Styrofoam, foam, and polystyrene recycling was postponed to obtain further information on the subject.

Form L-4029 – The L-4029 form is used to request the levying of property taxes by local Township ~~Treasurers~~ Board. The form is essential for setting tax rates and is used by township boards to determine millage types and rates. The form must be filed with the county by September 30 each year. Jill Sanborn and Susan Wilson completed the form and have confirmed taxable values with the assessor. Millage rates are lower than last year ~~except for fire which is 2.2556~~.

Jill Sanborn motioned to approve the submission of the L-4029 to Van Buren County. Motion was seconded by Ted Swanson. Roll call vote: All in favor. Motion carried.

Budget Amendments – ~~Jill Sanborn presented the township's revenue and expenditures for August, 2025.~~ Amendments need to be made for the following accounts: office manager **contract fees for the general and marijuana fund**. ~~Treasurer~~ office supplies **vs miscellaneous expense**, **Fire** property tax **revenue**, and **Lawrence** fire department contract. An additional ~~\$4,000.00~~ \$11,000.00 was added to **marijuana** miscellaneous **expenses** for the Daniel's Property Restoration. See the attached for specifics.

Jill Sanborn made a motion to amend the budget as stated above. Georgette Peterson seconded the motion. All in favor. Motion carried.

Amendment to Section 6.3 a. & b., Receiving Money, of the Township Policy Manual – The subject was postponed because independent contractors are not covered by the Blanket Employee Fidelity and Faithful Performance through MMRMA and therefore cannot accept money at this time.

Noise Complaint – Discussion was held regarding a noise complaint due to fireworks being displayed in dry weather and on a day that is not close to a national holiday. In Michigan, you can legally set off consumer fireworks from June 29 to July 4, 2025, between 11am and 11:45pm on private property, with specific restrictions on public areas. Other permitted fireworks periods are Saturday and Sunday before Memorial Day and Labor Day; New Year's Eve from 11am until 1am on January 1. The deputy will be asked to investigate this.

Old Business:

Request for Proposal (RFP) on Ordinance Rewrite – Proposals were received by McKenna and Beckett & Raeder prior to today and are in board packets. Georgette Peterson reported that a third proposal was just received today and is not in the board packet. Ron Klein suggested that selection be postponed until the next scheduled board meeting. There will be another Planning Commission meeting on September 3, 2025, where the master plan should be finalized. It would be good to have the master plan complete prior to the ordinances going out for rewrite.

Adjournment: Ron Klein motioned to adjourn the meeting at 8:37pm. Seconded by Jill Sanborn. All in favor. Motion carried.

Respectfully submitted,

Susan Wilson

Susan Wilson, Clerk

Peggy Douglas

Peggy Douglas, Administrative Assistant