

## DRAFT Minutes of January 3, 2018, Regular St. James Township Board Meeting

St. James Township Hall – 37735 Michigan Ave –Beaver Island MI 49782

Present	Kathleen McNamara, Alice Belfy, Diane McDonough, Travis Martin, and Jeff Powers.
Absent	None
Others	Joe Moore, Elaine West, Patrick Cull, Nicole Smith
Call to Order	Supervisor McNamara called to order the January 3, 2018, Regular St. James Township Board Meeting at 7:00 p.m.
Additions/Changes	<p>I. Street Lights – It was noted that <b>street lights</b> on Donegal Bay Road near the s-curve and Jewell Gillespie Playground are out.</p> <p>II. <b>Revise 2017 Sewer Rate Study Resolution</b> Adopted at December 12, 2017, Regular (Rescheduled) St. James Township Meeting.</p>
Minutes	Moved by McNamara, supported by McDonough, to approve the <b>minutes</b> of the December 12, 2017, Regular (Rescheduled) St. James Township Board Meeting as presented. <b>Motion carried.</b>
Finance Report	Moved by Martin, supported by Belfy, to approve the monthly <b>Finance Report</b> as presented. <b>Motion carried.</b>
Approval of Bills	Moved by McNamara, supported by Powers, to approve <b>monthly payments</b> as presented. <b>Motion carried.</b>
Finance Committee Report	<p>I. Sewer Use Bookkeeper and Consult Maureen Turner submitted her resignation. Supervisor McNamara thanked Maureen for her outstanding service to the Township.</p> <p>II. Moved by Powers, supported by Martin, to assign <b>sewer use billing responsibilities</b> to the Treasurer at the rate of One Hundred Dollars (\$100.00) per month. <b>Abstaining: McDonough. Motion carried.</b></p> <p>III. McNamara reported that she will be working in January on next year's budget planning.</p>

Public Works  
Committee Report

**I. Use of DNR (Sheriff's) Building**

A. This Winter – 2017 - 2018

1. The DNR (Sheriff's) Building will be drained and the furnace turned off for the rest of the winter.
2. A walk through was conducted and a list will be generated on what needs to be done, i.e., flooring, trim, painting, prior to summer. It was noted that the bathroom and kitchen are in good shape. It was suggested possibly having work done this winter, now, prior to occupancy.

B. Summer 2018

1. Charlevoix County Sheriff's Department would like to have the old DNR Building this summer, if available, for the second deputy.

**II. Municipal Dock**

A. **2018 Transient Rates**

1. Moved by McNamara, supported by Powers, to accept the recommendation of the Public Works Committee to adopt Michigan State Waterways Commission's 2018 Transient Rates – Column D (see attached) for the 2018 Season. **Motion carried.**

B. **2018 Dates of Operation**

1. The Public Works Committee recommends **May 15, 2018, through October 1, 2018**, dates of operation for the 2018 boating season.

Recreation Plan  
Update

- I. **Public input** gathered today will be included in the township's proposed recreation plan. Additional recommendations, through Saturday, January 6, 2018, can be directed to Patrick Cull.
- II. A **board work session** will be necessary in the near future (possibly Monday, February 12, 2108) **to prioritize goals** of the Recreation Plan.
- III. McNamara and Cull will attend a **DNR Grant Writing Workshop** January 25, 2018, in St. Ignace, MI.

Sewer Rate Study

I. **Formally Adopt the 2017 Sanitary Sewer Rate Study**

A. Moved by Belfy, supported by Powers, to adopt the December 12, 2017, Sanitary Sewer System Rate Study, as presented. **Motion carried.**

II. **Resolution # 2018.01.03.01 Authorizing Pursuance of Sewer Ordinance Changes and Implementation of Sewer Rate Study Recommendations**

A. Moved by McNamara, and seconded by Belfy, to adopt St. James Township Resolution # 2018.01.03.01 Authorizing Pursuance of Sewer Ordinance Changes and Implementation of Sewer Rate Study Recommendations (see attached). Yeas: Powers; McDonough; Martin; McNamara; and Belfy. Nays: None. **Motion carried - unanimously.**

Board Goals Update

I. **Recreation**

A. Reported earlier in the meeting – see above.

II. **Broadband Internet**

A. No information has been received regarding earlier possible school/township/ Northern Michigan University joint venture.

III. **Blight**

A. Planning Commissions are looking at the blight issue.

Supervisor's Report

I. **Zoning Administrator Certification Training** – Zoning Administrator Rick Speck is on a waiting list to attend certification training for Zoning Administrators.

II. January 5, 2018, is the deadline to submit **bids for this year's fireworks display**. One bid has been received; three companies are not bidding; and it is uncertain if 5<sup>th</sup> company is submitting a bid

III. Organizations, etc., that contributed toward the **Island Fellow** will receive a reimbursement.

IV. McNamara is working with Peaine Township Supervisor William Kohls on a Charlevoix Recreation Grant for **"emergency" phones at Sand Bay and Iron Ore Bay**. It was suggested that there be an emergency phone at St. James Township Campground.

Supervisor's Report - Jim Wojan is recommending the township look at replacing the **town Christmas tree**.  
con't the new tree could be planted in the same location.

It's possible the township could string **Christmas lights** in the future similar to what Brian and Rose Cole did this year.

There is nothing new to report this month regarding the **Burton building** zoning issues on Freesoil Road.

**Charlevoix County Community Foundation (CCCF)** has expressed interest in presenting St. James Township's grant at a future board meeting as this is the first time the township has been awarded a CCCF grant.

Adjournment Moved by Powers, seconded by McDonough, at adjourn at 7:40 p.m. Motion carried.

Respectfully submitted

Alice Belfy, Clerk  
St. James Township  
COUNTY OF CHALEVOIX, MICHIGAN

Attachments:

- (1) Michigan State Waterways Commission 2018 Transient Rates
- (2) St. James Township Resolution # 2018.01.03.01 Authorizing Pursuance of Sewer Ordinance Changes and Implementation of Sewer Rate Study Recommendations

DRAFT