

PUBLIC WORKS COMMITTEE*
ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN
MEETING MINUTES FOR, April 17, 2019 @ 11:00AM @ GOVERNMENTAL CENTER

AGENDA ITEM

Attendees: Supervisor McNamara, Trustees Cole and Martin. Public: Paul Niehaus and via phone Fred Walstrom.

Woollam / Anderson Proposal Update

- McNamara reported that she had spoken with Mr. Woollam and with Adam Anderson about the project. Woollam and Anderson continue to work toward consensus on a buy-sell agreement, but timeline is not known. It appears unlikely that the agreement will be finalized in time for the township to take ownership and operational responsibility for the 2019 boating season.
- Committee identified the following next steps:
 - Await arrival of Memo from JAW Foundation attorney outlining proposed details, agreements and timeline.
 - Set up conference call with SJTWP, JAWF and Little Traverse Conservancy concerning conservation easement, include township attorney.
 - Review final agreements.
 - Gather further information about cost for desired repair of fuel dock and other capital needs.

Summer Projects

Committee reviewed list and set priorities

- Maple Street – McNamara to contact County Engineer to make plans for improving this street
- Sidewalk sweeping and seeding – Butler will sweep sidewalks and bike path. Committee decided not to seed the area between the sidewalks and road; will look into other options.
- Bike path – A crack and seal repair company from Charlevoix will come to the Island in May to assess needs. McNamara, Cole and Butler will meet and confer with repair company.
- Jewell F Gillespie Park
 - Butler will check equipment for safety, including rail on steps
 - McNamara will arrange for someone to spread sand, cover cement footings, dig out buried metal container on beach
 - McNamara/Cole will determine if there is adequate beach for the volleyball net this year.
 - Beach cleaning machine – Martin will investigate for purchase a walk behind machine to be used to clean the beach on a regular basis all summer.
- Public Restrooms – Paul Cole reported that he has spoken with a landscape designer who will provide some ideas on how to make the public restroom property more inviting for visitors. He will take on this project which will likely include painting, new drinking fountain with bottle filler, baby changing table, benches, vegetation.
 - Signage – McNamara to pursue signage for these township properties: Gull Harbor, Donegal Bay, Font Lake, Cemetery
- Campground Project – Performance Engineering Company is working on preliminary drawings and will be on the island on May 2 to visit the campground site in anticipation of completing drafts for board review later in May. McNamara has been working with the engineer to get State required paperwork completed and uploaded.
- Maintenance Truck – Martin to work with Butler to research new maintenance truck through the MiDEAL program, which is an extended purchasing program which allows Michigan cities, townships, villages, counties, school districts, universities, community colleges and nonprofit hospitals to use state contracts to buy goods and services. The cost of the truck will be shared between the two townships, the airport and other governmental units.

Next Meeting Time: May 15, 2019 @ 11:00am @ Governmental Center

*PWC established by Township Board 12.7.2016. Current Members: Supervisor McNamara, Trustee Cole and Trustee Martin.