

**PUBLIC WORKS COMMITTEE\***  
**ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN**  
**DRAFT MEETING MINUTES FOR, DECEMBER 16, 2020 @ 11:00AM @ VIA CONFERENCE CALL**  
Due to the Coronavirus Outbreak: CALL IN NUMBER: 866-866-2244 CONFERENCE CODE: 8394169#

**Attending:** Members Moore, McNamara and Cole. Public: Minutes of the October 28, 2020 meeting were approved.

**Update BI Municipal Marina**

Work by Northern Woodcraft, Inc. (JAW Foundation Project Manager)

- Fuel Pier – work is halted pending final approval by USACE, Archeological Study completed and submitted. JAW wants to keep work as close to the original plan as possible. Need to meet with McDonough & Eastman to define work parameters and timeline for completion of work. JAW Foundation to continue funding improvements, supplemented by already-approved grants
- Marina Office and Bathhouse Renovation – most materials on-site; renovation to happen during winter and early spring

Waterways Commission Grant

- North Marina – see fuel pier notes above. Electrical upgrade (funded in part with grant and in part by JAW Foundation) completed. Maintenance director Darrell Butler continues to focus on making sure the bubbler system is adequate and functional; work on the bubbler system was delayed as we awaited electrical work completion and because of complications in the system from raising the docks.
- South Marina – electrical work in process by Shoreline Power is nearly completed and bubbler system there is adequate and functional.

**Update DNR Land Restriction Removal Request** At its December 10<sup>th</sup> meeting, the Michigan Natural Resources Commission authorize a release of deed restriction on 2.6 acres of land (former DNR Office) owned by the township. Township is in receipt of official documents to finalize transaction and this is recommended to happen in January 2021.

**Gravel Road Report**

McNamara shared a memo, **BEAVER ISLAND GRAVEL ROAD TEAM REPORT #1**, from resident Bobbi Welke to the Charlevoix County Road Commission. Consensus to ask Bobbi Welke to present to township board in January.

**Budget Planning 2021-22 Budget** The following items were brainstormed as areas to research through the budget planning process; no priorities were set and it is expected there will be full board discussion at January board meeting:

1. Boardwalk at Donegal Bay property to keep people off dune areas
2. Playground beach sign, planning for future improvements
3. Downtown restroom – paint and update fixtures
4. Roof at old DNR Building – maybe metal roof
5. Facilities Efficiency – research energy efficiency and including air exchange system/ well connect
6. Telecommunications Tower– research options (use of ATT lease money?)
7. Telecommunications Work hub – Moore and Cole to research
8. Large Metal Baler - need to determine cost and process
9. Font Lake Clearing and park area
  - a. Holiday Lighting and power to the base of light poles – maybe take advantage of January sales
10. Landscaping Plan
11. Campground

**Other Business as may come before the Committee** The committee discussed applying for two grants in January; Tribal Grant for costs associated with baler project and County Recreation grant for Downtown Restroom park area. The committee suggested asking deputy supervisor to work up a proposal to establish a X-Country ski trail in town.

**Next Meeting Date is January 20, 2020**