



Beaver Island  
Michigan

# Supervisor's Lens

Notes to Township Board Members from Supervisor Kathleen McNamara

MAY 2021

VOLUME 6, NUMBER 4

**SJTCG** = St James Township Governmental Center  
**SJTH** = St James Township Hall  
**PTH** = Peaine Township Hall



Tuesday May 4 @  
6:00PM @ SJTH

**Planning  
Commission  
Meeting**



Wednesday May 5  
@ 5:30PM @ SJTH

**Regular Board  
Meeting**

**St James  
Township  
Board**

**THE MAY BOARD MEETING WILL BE HELD IN PERSON AT THE TOWNSHIP HALL**  
CALL IN NUMBER: 866-866-2244 CONFERENCE CODE: 8394169#

**Finance**

Early next week I will send you the draft monthly finance report. The clerk will send the monthly **Standard Budget Report** which shows adopted budget revenue and expenditure categories compared to what has been received and spent each month. This month's report will be in a slightly new format because the clerk is using the new accounting software. She will also forward a copy of the bills for payment – please contact her if you have questions about the bills.

**BI Transportation Authority Update by Director Mary Cook**

BI Transportation Authority (an authority established by St James Township) Executive Director Mary Cook will be at the meeting. She will give us an update on a recently received Michigan Department of Transportation grant the purpose of which is to update BITA's Transportation Plan. I have attached a summary prepared by Mary Cook for you to review prior to the meeting. to give us an update on I have attached a summary from Mary about the grant.

**Public Works Committee**

- Marina North & South – As everyone has seen, the improvement projects at the Marina North are well underway, the bathhouse is almost completely resided and work will continue on interior upgrades and the addition of 2 public restrooms street-side. Work on the fuel pier is back on track and Oscar Larson Co is scheduled to be on this island later this month to install the new fuel dispensing equipment. The new office building is framed up (inside the pole barn) and awaiting placement once the footers are completed. Off road parking on the north side of the road will be completed as the last component.
- Approve Summer 2021 Staffing Plan – Posting for 2 temporary dock assistants will be going up soon. Returning this year are Harbormaster Marlene Wisner, Joe Johnson, Tom Reynolds, Erin Wisner and cleaner Kevin Allen. Early next week I will send you a finalized staffing plan for your review.
- Recreation Passport Grant Campground Project – I am meeting with Engineer Aaron Nordman and sole bidder Kevin McDonough on April 30<sup>th</sup> to discuss the engineer's recommendations and consider what can be accomplished with the grant and general fund dollars available. The public works committee discussed some parameters last week. I expect that the engineer will have a final recommendation for the board to consider at the May 5<sup>th</sup> meeting. As soon as I get the recommendation, I will pass it on to you.

Tuesday May 4 @  
Noon @ BITA **BI  
Transportation  
Authority Meeting**



Wednesday May  
19 @ 11:00AM @  
SJTGC  
**Public Works  
Committee**

**PWC**

Thursday May 20  
@ 4:30PM @ BI  
Community Center  
**Telecommunications  
Committee**



Monday May 24  
@ 1:00PM @  
SJGC  
**Finance  
Committee  
Meeting**



- *Street and Road Projects Update – I am attaching documents from the Charlevoix County Road Commission which show the projects we expect to complete this spring, early summer: Maple Street Project and Road Shoulder Parking near Font Lake and Donegal Bay. The CCRC bids the projects out and oversees the work; gravel for the project comes from the township’s stock which was amassed two years ago.*

#### **Waste Management Committee**

*Both the Removal of Scrap Metal project and the Single Stream Recycling projects are moving forward. I will provide a more complete update at the meeting on the 5<sup>th</sup>. I have attached a flyer that is being distributed to inform the public about what they can do to assist with the **Picking Up Paradise** project. The township board should feel good about taking on these projects and working toward solutions to the major Master Plan goal of eliminating blight. I am impressed by how the waste management committee, the two townships, the transfer station employees and the general public have rallied around this and overcome many obstacles in Hear Update on Single stream and Removal of Scrap Metal.*

#### **Font Lake No-Wake Proposal**

*I have attached documentation detailing the process for identifying an inland lake as a no-wake lake. Deputy Supervisor Cynthia Prior has completed research and has shared it with the Port St James Association and with Peaine Township. I recommend that the board discuss this at the May meeting and give Cynthia direction about how/whether to move forward on this initiative.*

#### **BIHS Historical Driving Tour Signs**

*By separate email, I forwarded you information from the BI Historical Society about the placement of Historical Driving Tour signs to potentially be placed on Township property. Please take the time to review that email as the board should be prepared to approve such placement.*

#### **Invasive Species Update**

*I am attaching an update which defines certain changes that were required to be made to the timeline for the USFWS grant – basically moves its start date later than anticipated and modifies our treatment schedule. The update also calls for a few more hours for our TIS administrator during the summer treatment season. I will provide more information at the meeting*

Tuesday May 25  
@ 1:00PM @ PTH

**Waste  
Management  
Committee  
Meeting**



**Social District Permit Applications**

*I have received notification from the State Liquor Control Commission that they have approved our request for a Social District which includes 2 Commons Areas, North and South. As you know, this topic has been discussed at the last four township board meetings. At the May 5 Meeting, I will ask the board to reconfirm that they want to implement the Social District by approving applications from eligible businesses which submit their Request for Local Governmental Unit Approval for Social District Permit.*

*Businesses that are eligible are:*

*Dalwhinnie Bakery and Deli – DBA Bill and Tim Inc.*

*Whiskey Point Brewery, LLC*

*Beachcomber*

*Shamrock Bar & Restaurant*

*I have attached the resolution we passed as well as the Management Plan and the associated Maps of the overall Social District and the Commons Areas within. I will be working with Dan Byers and the business owners to bring more information to you at the board meeting on May 5th. This is a general link to information about social districts in Michigan:*

[https://www.michigan.gov/lara/0,4601,7-154-89334\\_10570\\_90824-533429--,00.html](https://www.michigan.gov/lara/0,4601,7-154-89334_10570_90824-533429--,00.html)

**Approve Maintenance Employee Summer 2021 Schedule**

*In recognition of the implementation of the Scrap Metal Plan, I am working on an agreement for to support our full-time long-term employee, Darrell Butler, who has provided the township with quality work and dedication; he consistently juggles the mechanical and maintenance work of St James Township, the BI Airport, Transfer Station, Marinas, Sewer System and BIESA needs. The agreement is aimed at providing a combination of township work hours and unpaid leave of absence to allow the employee time to implement the townships' adopted plan for the removal of scrap metal from Beaver Island. I will provide more information on this early next week and will seek board approval for the agreement.*

**Approve Lawn Maintenance Bids**

*There were two very qualified bidders for the work. Based upon review of bid amounts which identified 20 properties, it was decided to split the work between the two bidders. Gillespie to contact the bidders and share recommendation, board asked to approve the recommendation at the May 5<sup>th</sup> board meeting, Gillespie to set up contracts with bidders and work can commence as soon after May 6<sup>th</sup> as possible **Recommendation:** Offer care of the following properties to **Jean's Lawn Service:** Governmental Center, Lot next to Veteran's Park, Municipal Dock North, Township Cemetery including Spring Cleanup, Public Beach, Paradise Park, Sheriff's Residence. Offer care of the following properties to **Scott's Mowing:** Township Hall, Lighthouse Park, Public Restrooms, Municipal Dock South, Bike Path from town to campground, Township Campground including Spring Cleanup, and Lot across the street, Tennis Court, Drain Field. Font Lake Landing Area, King's Highway Parcel and Gull Harbor Pathway work and price to be discussed.*