



Beaver Island  
Michigan

# Supervisor's Lens

*Notes to St James Township Board Members from Supervisor Joe Moore*

June 8, 2022

Volume 1, Number 6

**SJTC** = St James  
Township  
Governmental  
Center

**SJTH** = St James  
Township Hall

**PTH** = Peaine  
Township Hall



Wednesday July  
13, 2022 @  
5:30PM @ SJTH  
**Regular Board  
Meeting**

**St James  
Township  
Board**

Wednesday June  
15 @ 11:00AM @  
SJTC  
**Public Works  
Committee**

**PWC**

**THE June BOARD MEETING WILL BE HELD IN PERSON AT THE TOWNSHIP HALL**

***Both the Maintenance Position and the campground host position have been filled. Diane to report on maintenance person and host position.***

***Approval of minutes: There are three sets of minutes to be approved, May 11, May 25, and June 3. I did not make the last meeting thinking it was at noon, not 11 a.m.***

**ELECTIONS:** I believe we are all up for re-election. When and what needs to be done for those seeking election?

**ROOF at DNR Building:** Although the bid was approved, the work has not started on the roof yet.

**BIAC** will be having a mediation session later this month

**Waste Management Report:** Paul can provide us with information on what's going on with the transfer station and the committee.

We need to send the approved minutes of our meeting in support of House Bill 6023 to the Charlevoix County Road Commission.

**Report on township maintenance and time frame for future work.** It appears that the lighthouse needs to be repainted as per the requirements of the federal government. The estimated time for completion of this is 60-80 hours, making certain of compliance with the requirements of the historic structure.

**St. James Township Campground Reservation System:** This system is up and working and doing quite well. Report by Cynthia Pryor.

The kiosk is installed at the campground. Hoping that the project by McDonough Contruction will be completed on time.

**FONT LAKE PARKING:** The concept of extending the area of parking on the west side of Font Road by and additional six feet is recommended. It is also recommended that the east side of the road also have width for parking. This idea was approved by the Charlevoix County Road Commission's Pat Harmon the county road commission is drawing up the plans and will provide us with the needed documentation to get the project started when it fits into the budget.



Wednesday June 1  
@ 1:00PM @ SJGC

Finance  
Committee  
Meeting



**Crosswalks:** All of the suggested crosswalks were approved by Pat Harmon. The CCRC will be sending the requirements for these. All the paint has been purchased already and the work will begin as soon as possible.

None of the no parking ideas can take place without us taking lots of pictures with time and date and submitting them to the CCRC, which will necessitate a state police approval after a visit to the island. Planters and plants have been ordered for across the street from Daddy Franks to try to prevent parking on the northern side of the road.

**TIS By-laws:** These were revised and need to be approved at our meeting.

**APPOINTMENTS:** We have another person for the marina. Diane can report on this.

**LIGHTING AT ST. JAMES Hall:** Still waiting on an estimate of the costs of this project.

**Gravel Bidding Process:** There have been some community discussions of this process, and some not to happy people. We need to make certain that we are able to express our board's position. Although we had no input into this process, and although this is our only source for gravel this year, our position as board needs to be discussed.

**Use of DNR Building:** The board needs to make some decisions about who is the contact person for use of this building, how long the building will be used, and who is paying for the electricity and heat. Do we just allow anyone to use it? What is the procedure for making contact about its use? Who approves its use?

**Finance Committee suggestions:** Hire Wyatt Youman to cover sewer when Joel is gone. Pay 1 hour per day @\$25 per hour. Provide Heidi Vigil with mileage of \$1 per mile. Use DNR building for Marina employees with rent at \$200/mo plus utilities. Switch Joel Meintsma from hourly rate to salary. Provide some of the cost of health insurance, which is being researched. Diane is researching the purchase of a truck through the State of Michigan.

We need to approve the minutes of the Finance Committee meeting of May 9, 2022.

# ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN

Regular MEETING AGENDA FOR June 8 2022 @ 5:30PM @ ST JAMES TOWNSHIP HALL

(While there is public comment sections in the agenda, the Supervisor reserves the right to limit or enhance the public comment section and/or add time for public comment.)

APPROX. TIME	AGENDA ITEM
5:30	<b>Welcome:</b> call to order, pledge of allegiance, public/board input on agenda revisions
5:35	Approve minutes, May 25, 2022 special meeting; May 11, 2022, regular meeting; June 3, 2022 special meeting
5:45	<b>Finance Report:</b> Financial reports and Budget discussion
5:55	<b>Administrative Assistant Report: Report on Campground, reservations, and grant(s), other</b>
6:05	Planning Assistant and TIS Report: Approval of Bylaws
6:10	Finance Committee suggestions, motions and vote
6:15	Waste Management Report
6:20	Report on township maintenance and time frame for coming projects
6:30	Purchases necessary for maintenance worker
6:40	Report on Meeting with Pat Harmon
6:50	Discussion on CC Road Commission bidding process
7:00	Use of the DNR building
7:05	Added items to the agenda
7:15	Board comment and Public Comment
7:20	Adjournment
	<b>Board Comments, Public Comments, Adjourn</b>

The public is welcome to call into the meeting if you are unable to attend. The number to dial is 1-605 475-4120. The name is ST. James Township. The participant pin is 5983805 (followed by the # sign)



**Draft Minutes of May 11, 2022, 2022 Regular St. James Board Meeting**  
**St James Township Hall | 37735 Michigan Ave. | Beaver Island, MI | 5:30 pm**

**Present**

Moore, Fingerroot, Gillespie, Cole, McDonough

**Absent**

none

**Others**

There were 15 members of the public present.

**General**

Supervisor Moore called to order a regular meeting of the St. James Township Board at 5:30 pm on May 11, 2022.

Supervisor Moore requested to modify the following items to the agenda:

- Loretta Slater request to rename Paradise Bay Park to LaFreniere Park. She would also like to request to put a sculpture up in this park.
- Resolution to recognize Dark Sky Awareness Week

**Moved** by Cole, supported by Fingerroot to rename the Paradise Bay Park to LaFreniere Park and to allow a sculpture piece to be placed in this park to be coordinated by Loretta Slater, Heidi Vigil and Diane McDonough.

**Motion Carried- Unanimous**

**Approval of Minutes**

**Moved** by Cole, supported by Fingerroot to approve April 13, 2022 Regular Meeting Minutes.

**Motion Carried- Unanimous**

**Finance Report**

**Moved** by Cole, supported by Gillespie to approve the Financial Reports and Payment of Bills as presented by Clerk.

**Motion Carried- Unanimous**

**Other Action Items**

**Moved** by Gillespie, supported by Cole to have the spring toys removed from The Gillespie Park.

**Motion Carried- Unanimous**

**Moved** by Cole, supported by Fingerroot to authorize the interview committee to hire the St. James Township Campground host.

**Motion Carried- Unanimous**

**Moved** by McDonough, supported by Cole to hire Joel Mientsma as St. James Township Maintenance person.

**Motion Carried- Unanimous**

**Moved** by McDonough, supported by Gillespie to hire Lonnie Allen for cleaning position for both marinas. This position is for 24 hours per week from May 15<sup>th</sup>-September 30<sup>th</sup> with a modification to contract regarding hourly wage. The hourly wage will be changed to \$25/hour.

**Motion Carried- Unanimous**

**Moved** by Moore, supported by McDonough to appoint Denise McDonough as representative from St. James Township to the Beaver Island District Library Board of Trustees.

**Motion Carried- Unanimous**

**Moved** by Fingerroot, supported by Cole to obtain a more detailed bid for the re-roofing of the DNR building from K & M Contractors. This detailed bid is not to exceed their original bid price.

**Motion Carried- Unanimous**

**Moved** by McDonough, supported by Cole to approve the hiring contracts for Marina staff as per their individual contracts and hourly wage.

Marlene Wiser-Harbor Master

Joe Johnson-Facilities Marina Manager

Elizabeth Wiser and Sydney Stein-Marina Attendants

**Motion Carried- Unanimous**

**Moved** by Cole, supported by Fingerroot to approve a letter with a resolution being submitted to support House Bill 6023.

**Motion Carried- Unanimous**

**Moved** by Cole, supported by Gillespie to recommend to Port St. James the enlargement on both sides of Font Lake Rd. for parking of cars and vehicles with boat trailers and to have Charlevoix County Road Commission do a study of this project.

**Motion Carried- Unanimous**

**Moved** by Gillespie, supported by McDonough to approve the purchase of a Hauler Utility Vehicle for staff use at both marinas.

**Motion Carried- Unanimous**

**Moved** by Cole, supported by Fingeroot to approve a new website design for St. James Township for the cost of \$1,700 as a one-time cost, with an annual certification of \$259 and annual support of \$625.

**Motion Carried- Unanimous**

**Moved** Cole, supported by Fingeroot to approve Resolution #3 of 2022 for St. James Township to recognize the Beaver Island Dark Sky Awareness Week.

**Motion Carried- Unanimous**

**Moved** by McDonough, supported by Cole to update the fuel cost for sale at Marina North as needed to correlate with Island Energies fuel rates.

**Motion Carried- Unanimous**

**Public Comment**

None

**Board Comment**

Supervisor Moore publicly thanked Shelby Harris and Cynthia Pryor for all of their hard work and time spent helping with many aspects of SJT Board.

**Moved** by Cole, supported by McDonough to adjourn at 7:25pm.

**Motion Carried-Unanimous**

Submitted by:

Patti Cull, Deputy Clerk  
St. James Township  
COUNTY OF CHARLEVOIX