



Beaver Island
Michigan

Supervisor's Lens

Notes to Township Board Members from Supervisor Kathleen McNamara

JANUARY 30, 2020

VOLUME 5, NUMBER 2

SJTGC = St James Township Governmental Center
SJTH = St James Township Hall



Wednesday
February 5 @
5:30PM @ SJTH
Regular Board Meeting

St James Township Board

Tuesday February 11 @ 2:00PM @ Peaine Township Hall
Special Meeting Waste Management Committee (blight)



Wednesday
February 19 @
11:00AM @
SJTGC **Public**

Finance

Attached to this board packet is the 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; the clerk will email a copy to board members and have a hard copy at the meeting. She will also forward a copy of the bills for payment – please contact her if you have questions about the bills.

Board Informational Session – Beaver Island Municipal Marina North

As you can see from the agenda, there will be a lot to cover during this informational session. I publicly posted an invitation to this session, so that interested community members can learn what is going on and what our next decision-making steps are. I plan to prepare a simple power point presentation which will allow board members and community members to view the same information. I hope to have a draft of that to the board by late on Tuesday, February 4th.

Marina Project - Much has been happening on this project and I hope to have printed document ready to share with you at the Wednesday meeting summarizing progress to date, challenges, and a timeline and objectives for future work. In timely fashion, the following items have been completed: apartment building moved, bubblers installed, agreement to remove barge and crane reached, property being cleaned up, old fuel dispensing equipment removed and capped, new siding for pole barn received, biweekly meetings held between Anderson and Township and JAW project manager and township.

Additionally, meetings and/or discussions have taken place concerning planning for immediate and future needs with the following: State grant coordinators, county officials, advisor Fred Walstrom, attorney Peter Wendling, engineer Aaron Nordman, JAW Foundation project manager Lowell Eastman. At the January meeting, the board authorized the use of Performance Engineering to prepare the draft documents needed for public input and grant applications. These documents will be available for review at the February meeting.

Notes about Board Action Items related to the Marina:

Management of BI Municipal Marina North - # of Transient and Season Slips and Rates for 2020. Harbormaster Marlene Wiser and I spent about 90 minutes discussing management concerns and developing recommendations for board consideration. I will forward a one-page summary of the recommendations for discussion prior to the meeting. Basically, we will recommend approximately the same number of seasonal and transient slips as Andersons used. We expect the transient rate and the seasonal rate for boats in slips to be the same as the board already approved for the Municipal Marina South. We will recommend 2 slightly lower rates for less desirable seasonal slips. We anticipate letting former seasonal boaters have first choice of dockage. Rates for 2020.

Release of Public Highway Easement – This was on the agenda for the January meeting, but got skipped over. Per note from attorney: “As you are aware, as part of the negotiations for the purchase

Works
Committee



Monday
February 24 @
1:00PM @ SJTGC

Finance
Committee
Meeting



Wednesday
February 19 @
11:00AM @
SJTGC Public

Works
Committee



**McNamara
will be off
Island from
Feb. 13 – March 4**

of the Paradise Bay (Stephen’s Plat) Harbor Property as well as the implementation of the Conservation Easement, it was important that the easement over the property which ended at Lake Michigan be eliminated. While the road commission had passed a resolution in 1998 abandoning the road, as part of the purchase agreement and implementation of the Conservation Easement a little bit more needed to be done on the part of the road commission as well as the township. The road commission has accomplished this through the attached Assignment of Public Highway Easement which clarifies that there is both an abandonment as well as an assignment to the township. All this was recorded on December 5, 2019 at the Charlevoix County Register of Deeds. In turn, to complete this, Mr. Hall has provided a Release of Public Highway Easement which needs to be executed by the township board at its next regular meeting. This Release of Public Highway Easement should be voted on with a roll call vote.” We should adopt this at the February meeting.

Conveyance of Bottomlands Resolution – Sent with this board packet is a draft resolution stating in part: “WHEREAS, St James Township is the owner of the property previously owned by Anderson Marina, and whereas St James Township plans to continue to operate a marina at said property and as such is filing an application for a conveyance of the Great Lakes Bottomlands surrounding the marina docks located at 25860 Main Street, Beaver Island MI 49782.” I am asking the board to approve this resolution which will allow me to file the proper application – I will have supporting survey and application at the meeting.

Approval to Submit Michigan Waterways Grant – At the meeting on February 5th, I will present information about the Michigan Waterways Grant see this site: [Michigan Waterways Commission](#). I will ask the board for approval to move forward with an application for the April 1st deadline. At the regular meeting in March, I will ask the board to authorize a specific grant amount and specific match amount. From my research, I have found that because of the township’s low overall revenue compared to the scope of the project, it is likely that the match % will be low.

Approval of Grant Writer – At the January board meeting, the board approved spending up to \$4,000.00 for grant-writing assistance for the April 1st state deadline. Based upon the short timeline, the relatively basic Michigan Waterways Grant application, and existing rapport with state grant support personnel, I respectfully request that the board authorize me to prepare the grant and authorize an hourly rate of \$25.00 for up to 25 hours of grant-writing work. This would only be for grant-writing hours after February 5th – I have not received any additional payment for the research and preparation of grants to date.

Annual Meeting

It is time once again to schedule our Annual Meeting. According to Michigan Township’s Association: “When and where do we have to hold the annual meeting? According to state law, the annual meeting has to be held on the last Saturday of the township’s fiscal year unless a majority of the membership of the township board adopts a resolution by roll call vote to hold it on another day during the last month of the fiscal year. The time of day and location of the meeting are determined by the township board. (MCL 41.8)” I suggest we set the meeting for Saturday, March 28, 2020 @ 11:00am.

Salary Resolutions

At our February 5th board meeting, we should adopt board salary resolutions. These resolutions must be adopted at least a month before the annual meeting and at the annual meeting, the electors of the township can choose to alter the salaries. More information about that is available on the MTA website. The finance committee discussed the question of salaries and the consensus was that the St James board salaries should be as follows, the same rate as last year.

	2019	2020 Proposed
Supervisor	\$16,400.00	\$16,400.00
Treasurer	\$15,500.00	\$15,500.00
Clerk	\$16,500.00	\$16,500.00
Trustee	\$5,500.00	\$5,500.00

Raises for Transfer Station Employees

The Waste Management Committee is asking the board to approve a 3% across the board raise for the three employees of the transfer station. Trustee Cole will provide more information at the meeting.

Grant Bid for Tree Removal Campground Access Road

As you know bids were solicited for this work and three potential bidders attended a pre-bid meeting at the site and two bids were received. On January 29th, McNamara, Moore and Pryor opened the two bids and noted that both parties met the requirements of the bid. It is recommended that the work will go to the lowest bidder. Bids were: R. Gillespie Enterprise: \$4,995 and G&B Farms: \$7,500. At the February 5th meeting, the board should award the bid. Work is to be completed by April 1, 2020.

Recreational Marijuana

Our subcommittee met on January 16th to discuss next steps. The subcommittee spoke with the supervisor in Clark Township, a similar community to ours located in the Cedarville area of the UP. I am sending a copy of their opt in ordinance for your information – not saying this is what we should do, but it is a good starting point for discussion.