

PUBLIC WORKS COMMITTEE*

ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN

DRAFT MEETING MINUTES FOR, OCTOBER 28, 2020 @ 11:00AM @ ST JAMES TOWNSHIP HALL
Due to the Coronavirus Outbreak, Members of the Public were invited and encouraged to attend the meeting by telephone

Attending: Members Moore, McNamara and Cole. Public: Charlevoix County Road Commission director Pat Harmon and Engineer Jim Vanek. Minutes of the September 16, 2020 meeting were approved

Charlevoix County Road Commission: Committee met with CCRC representatives about the following:

Donegal Bay and Font Lake road side parking – CCRC representatives shared survey maps and discussed potential roadside parking improvements to be made within the road rights-of-way. Committee consensus was to pursue parking improvements and to commit street and road funds to complete projects. *To Do: McNamara to discuss with Port St James Association and seek township board input.*

Plowing of Seasonal Road, Gull Harbor – Harmon and Vanek agreed that the request to plow Gull Harbor could not be accommodated at this time because of the lack of an existing 66' wide road right of way including a 22' wide specifically designed road bed; the cost of bringing this up to code would fall to the requesting party or the township. Consensus was not to pursue for this year, because of the potential cost and the likelihood of setting a precedent for the many other existing seasonal roads in the township. Committee recommends that the township develop its own policy regarding this.

Gravel – SJT still has quite a bit, enough for Maple Street project, campground project, and parking projects. Would likely need to secure more in a couple of years.

Parking along main street -McNamara asked about having parking lines painted on Main Street, CCRC will include bid for this in its bid package in 2021. SJT would pay for it and design should be in the original street improvement plans drawn by Gary Voogt.

Maple Street improvement- CCRC will draw up specifications for Maple Street improvements. This project will be a township project and will be completed in Spring 2021. CCRC will provide the grader and labor for the project and township expense will be to haul the gravel. CCRC to prepare the bids so that when gravel is down it will be 22' wide to accommodate to potential of paving at a later date.

Update BI Municipal Marinas:

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

- Fuel Pier – work is halted pending Archeological Study per the US Army Corps of Engineers.
- Marina Office – drawings for replacement building are completed and ready for review by planning commission.
- Bathhouse Renovation – drawings are completed and include two public restrooms, new siding, roof, windows and water heating system.

Waterways Commission Grant

- North Marina – see fuel pier notes above. Electrical upgrade (funded in part with grant and in part by JAW Foundation) to be completed week of November 9th.
- South Marina – electrical work in process by Shoreline Power and should be completed by November 13th.

Campground Project (Recreation Passport Grant) – No progress to report

DNR Land Restriction Removal Request – McNamara reported that she received notification that the DNR's Land Exchange Review Committee approved the release of the deed restriction on the entire 2.62 acres of land which came to the township from the DNR in 2012. Release of the deed restriction means the township owns all rights to the property with no strings attached. McNamara signed a Land Transaction Agreement and the next step is for the proposed transaction will go to the DNR Director for his decision at a December 2020 Natural Resource Commission meeting. *To Do: Present information for discussion by full board.*

Next Meeting Date is November 18, 2020

*Public Works Committee established by Township Board on 12.7.2016. Current Members: Supervisor McNamara, Trustee Cole and Trustee Moore.