

PUBLIC WORKS COMMITTEE*

ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN

DRAFT MEETING MINUTES FOR, SEPTEMBER 16, 2020 @ 11:00AM @ GOVERNMENTAL CENTER

Due to the Coronavirus Outbreak, Members of the Public were invited and encouraged to attend the meeting by telephone

Attending: Members Moore and McNamara in person, member Cole on phone. Public: Cynthia Johnson. Minutes of the July 22, 2020 meeting were approved.

Update BI Municipal Marinas: McNamara gave an update on projects

- **Work by Northern Woodcraft, Inc. (JAW Foundation Project Manager)**
 - **Fuel Pier** – McDonough Construction has begun work on the sheet metal – so far project is going well, no big surprises. When sheet metal is complete Oscar Larson Inc, will come to the island to place fuel dispensing equipment.
 - **Ship Store – Marina Office:** JAW Foundation has agreed to replace existing ship store with new purpose-built office using exact footprint and roofline of the building. The replacement building would include a service counter opening to the outside on water side and a covered ‘rest area’ on the north end of the building. The ‘rest area’ will include an historical display including timeline of use of property and artifacts. The committee recommends the following for disposal of the existing building: If BI Historical Society (BIHS) wants to relocate the building, township will assist in preparing it for moving. If BIHS does not desire the building, another candidate is interested and if it can be moved by October 1, the building is donated to them. If neither are interested, the building will be taken apart by Lowell Eastman and pieces sold in a garage sale. New building to be completed in October 2020.
 - **Bathhouse:** JAW Foundation willing to have Lowell Eastman make significant improvements to the bathhouse including new siding, doors and windows and 2 new public restrooms! Lowell Eastman will execute the work and get all necessary permits.
- **Waterways Commission Grant**
 - **North Marina:** Electrical Marina Guard for the north dock which was part of the Grant Request has been purchased by JAW Foundation and will be installed as soon as it arrives. Lowell Eastman is working with local electrician to complete this work.
 - **South Marina:** McNamara to follow up with Prime Professional on status of this work.
- **Bubblers:** This is an important and urgent project that needs attention. Issues at south dock for bubblers include having a backup plan if big electrical upgrade can’t be completed before bubbler season. Issue at the north dock is to ensure that bubbler system is adequate; McNamara asked Butler to list all mechanical equipment used last year. Also had Mike Weede dive the marina area to inspect the aerated piping that is used for the bubbler system. Goal is to have a plan in place by end of September and bubbler systems in place by end of October.

Update Campground Project (Recreation Passport Grant): Still awaiting state approval to get bids out.

Gull Harbor Road – Snow Plowing: A request has been made to have Gull Harbor Road plowed by the county this winter. CCRC to send their guidelines and process for requesting this. McNamara asked CCRC to do an estimate of what it would cost to bring the road up to necessary standards to allow plowing.

McNamara reported on recent conversation with CCRC Engineer:

- **Font Lake Clearing:** County is fine with township and Port St James Association completing selective clearing to improve the view on the property along the road near the Font Lake Landing.
- **Maple Street:** County is completing a drainage improvement project on Maple Street this fall. 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.
- **CCRC Employees to Island:** CCRC Engineer and Director will meet with the township on or before October 21 to discuss upcoming projects including parking at Donegal Bay beach curve.
- **Sandbags at Whiskey Point :** CCRC to research property ownership at end of Michigan Avenue at the point for possible placement of sandbags (similar to what CMUBS did on their adjacent property) to mitigate erosion at the site.

Other business as may come before the committee: Cole requested information on status of township property on the harbor. Cole suggested having gardener Heidi Vigil review marina north land and make recommendations about landscaping for next year. Cole asked about JA Woollam recognition signs: McNamara noted that 2 banners have been ordered for placement on the property and it was decided there should be a more permanent recognition plaque on the property.

Next Meeting Date is October 21, 2020

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