

**PUBLIC WORKS COMMITTEE\***  
**ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN**  
MEETING MINUTES FOR, March 12, 2019 @ 3:30PM @ GOVERNMENTAL CENTER

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**AGENDA ITEM**

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**Attendees:** Supervisor McNamara, Trustees Cole and Martin

**Proposed Fiscal Year 2019-2020 Budgets - Items Related to Public Works** – Committee discussed the following:

1. Street and Road Budget for 2019-20:
  - a. Improve safety at corner areas in Port St James area by clearing near intersections
  - b. Complete work on Maple Street - with County help remove and recycle existing deteriorating pavement to make this street an improved gravel road.
  - c. Complete sidewalk edging and seeding in harbor area and bike path
  - d. Crack and seal repair – bike path; work with Charlevoix company to assess need and either have that company do repair or purchase asphalt crack sealer for township use.
  - e. Enter into discussion with Port St James Association to improve safety of parking areas at Font Lake and Donegal Bay.
2. General Fund Budget for 2019-20
  - a. Research and invest in a beach cleaning tool to regularly maintain the playground beach
  - b. Improve public restroom and park area surrounding it to increase public use by completing the following: Add water bottle filling station to current drinking fountain, paint building, add baby change table, research and invest in benches and informational kiosk
  - c. Research, develop and install signage at Gull Harbor, Donegal Bay, Font Lake
  - d. Set aside money for contingency for campground improvement project.
3. Sewer System
  - a. Implement engineer recommendations for inspection ports in the drain field for monitoring. Look into need for grease traps in system.
4. Dock Fund
  - a. Implement dock technology improvements within board approved dollars.

**Next Meeting Time: Not Set**

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