

PUBLIC WORKS COMMITTEE*
ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN
SPECIAL MEETING MINUTES FOR NOVEMBER 1, 2019 @ 1:00PM @ GOVERNMENTAL CENTER

DRAFT

AGENDA ITEM

Attendees: Supervisor McNamara, Trustees Cole and Moore Others: Cynthia Johnson, Brock Rosema, Pam Grasmick, Paul Niehaus

Board welcomed new member Trustee Joe Moore

Committee Reviewed 2019 Project List

Items Completed: Sidewalk edging, crack and seal repair on bike path, discussion with Port St James Association to improve safety of parking areas at Font Lake and Donegal Bay, process for playground beach raking, installed signage on bike path, Donegal Bay, Campground, posted signage re: wood ban and invasive species, implemented municipal dock technology improvements, received ownership of Anderson Marina, purchased new maintenance truck.

Items that need Attention: Maple Street Project including drainage assessment, improve safety at corner areas in Port St James, Improve park surrounding public restrooms, engineer recommendations for inspection ports in sewer drain field and look into need for grease traps.

Municipal Docks / Anderson Marina Project

McNamara reported that she and Cole will continue to act as Township Project Managers on this item and will meet with harbor master Marlene Wisner to discuss staffing needs for 2020 to include both docks. Wisner will work with State of MI to get new dock on the reservation system. Dock assistant Dennis Manacino will work with Adam Anderson in closing down the Anderson facility and setting and monitoring the dock bubbling system. A township transition timeline is being developed. The apartment building will be moved off site in November. Pam Grasmick mentioned that LTC and/or Tip of the Mitt Watershed Council may have grants available for greenbelt establishment.

Christmas Decorations

Trustee Cole and Clerk Gillespie will decide on additional holiday lighting. Expect to spend in the range of \$3,000.00 as was committed last year. Cole to check with Peaine Township re: sharing of costs.

Campground Project

Bid package awaiting state approval prior to sending. Brock Rosema asked if there was any provision for veteran preference in the bidding process – Trustee Moore will research this idea. Committee discussed bidding out campground road improvement prior to overall campground project – McNamara to look into this.

Iron Ore Bay Culvert

Pam Grasmick reported that the culvert at Iron Ore Bay is blocked with debris and sand. The county is responsible for this culvert, but is slow to take action. As St James Township co-owns the property under which the culvert runs, the township has a vested interest in the maintenance of the culvert. McNamara to contact county road commission and Peaine Township.

Next Meeting Time: NOVEMBER 20, 2019 @ 11AM @ GOVERNMENTAL CENTER
