



**ST JAMES TOWNSHIP, CHARLEVOIX COUNTY, MICHIGAN  
SPECIAL BOARD MEETING AGENDA FOR  
AUGUST 16, 2023, AT 5:30 PM  
ST JAMES TOWNSHIP HALL**

APPROX. TIME	AGENDA ITEM
5:30 pm	<b>Welcome:</b> Call to order, Pledge of allegiance, Board/public input on agenda revisions
5:35 pm	<b>Minutes:</b> Cannot review due to special board meeting
	<b>Public Comments for Agenda Item(s):</b> (Limit of 2 minutes)
5:45 pm	<b><u>Finance and Administration</u></b> <ol style="list-style-type: none"><li>1. Financial Report and Payment (Motion to accept FR and Approve Payments)</li><li>2. Establishing an employee self-funded retirement program (2 Resolutions)</li><li>3. Approving a salary and benefit plan for municipal employees (Resolution)</li><li>4. Waste Management Committee's Compensation Plan (Motion)</li><li>5. Approving MDOT-AERO consultant hiring contract for addressing obstruction issues (Resolution)</li><li>6. Approving MNRTF Grant - Karnes Property Acquisition (Resolution and Motion)</li><li>7. Cleaning personnel update; payment agreement (Motion)</li><li>8. After hours electrical outage response; payment agreement (Motion)</li><li>9. Rental agreement with Happy Paddle for 2023 – prior Masini Property (Motion)</li><li>10. Township appointments (Motions):     ZBA: Tidmore, Welke, Vandeventer     BITA: Tidmore, Green</li></ol>
6:45 pm	<b><u>Public Works, Health, and Safety</u></b> <ol style="list-style-type: none"><li>1. Critical Sand Dune Area Permit Audit Update (Motion to approve new permit fees)</li><li>2. Sky Lanterns and Fireworks Prohibition (Ordinance)</li><li>3. Verizon Lease Contract (Motion)</li><li>4. Excess vacant property discussion</li></ol> <b><u>TIS &amp; Planning</u></b> <ol style="list-style-type: none"><li>1. Planning: Master Plan discussion</li><li>2. Report on TIS, etc.</li></ol> <b><u>Liaison Areas</u></b> <b>Public Comments for General Purposes:</b> (Limit of 2 minutes) <b>Adjourn</b> via a motion.

## Draft Motions of Possible Items that need Motions or Resolutions

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to accept the July Financial Report and approve the Payments request. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Resolution** to participate in Municipal Employee's Retirement System for employees to self-pay into a retirement fund. See attached document. Roll Call: Ayes \_\_\_\_\_ and Nays \_\_\_\_\_.  
Motion passed \_\_\_\_ or motion failed.

**Resolution** to Authorize three township officers as Authorized Officials to allow an employee to register in an approved MERS program. See attached document. Roll Call: Ayes \_\_\_\_\_ and Nays \_\_\_\_\_.  
Motion passed \_\_\_\_ or motion failed.

**Resolution** to compensate employees – See attached document.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the Waste Management Committee's recommendation for Transfer Station Employees: Bob Marsh at \$30/hour; Joe Timsak at \$28/hour; Amy Burriss at \$22/hour. Roll Call: Aye \_\_\_\_\_; Nay \_\_\_\_\_. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Resolution** authorizing the supervisor to sign an MDOT-Aero Contract to hire a consultant to address obstruction issues. See attached document.

**Resolution** to accept the MNRTF Grant from MDNR to acquire the Karnes Property – see attached document.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_, due to delays in the township acquiring the Karnes Beach property outside the 7/31/23 acquisition deadline, the township agrees, beginning with the December 1 tax levy (and thereafter if applicable) to reimburse payments made by Evan/Paul Karnes for Property 013-576-052 and Evan Karnes for Property 013-576-053. The Karnes are in agreement with this extension subject to property tax reimbursement. Roll Call: Aye \_\_\_\_\_; Nay \_\_\_\_\_.  
Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to agree to compensate cleaning attendants Briana Maudrie and Anna Posthumus the hourly rate of \$25/hour. Roll Call: Aye \_\_\_\_\_; Nay \_\_\_\_\_.  
Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to agree to compensate Joel Meinstma for afterhours response to power outages at either Marina at the hourly rate of \$30/hour. Roll Call: Aye \_\_\_\_\_; Nay \_\_\_\_\_.  
Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to continue the Masini rental agreement with Happy Paddle for the calendar year 2023 on the new Township beach property (former Masini property), which includes three summer months payment at \$1,000/month with the provision to remain the whole calendar year. Roll Call: Aye \_\_\_\_\_; Nay \_\_\_\_\_  
Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to appoint Bob Tidmore, Bobbi Welke, and Vic Vandeventer to the township Zoning Board of Appeals. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to appoint Bob Tidmore and Mike Green to the Beaver Island Transportation Authority for a three-year term. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve new permit fees for the Critical Sand Dune Area Permits. \$500 for CSDA Permits, \$250 for a Vegetation Assurance Plan, and \$150 for a T&E/TIS review if a VAP is done by others. Roll call: Aye \_\_\_\_\_; Nay \_\_\_\_\_  
Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_

**Resolution to adopt an Ordinance** about sky lanterns and fireworks ban – see attached document.

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to authorize the supervisor to negotiate a new lease with Verizon for their equipment space on the township's tower located on Donegal Bay Rd. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_

**Motion** made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adjourn the meeting. Motion passed.