



**ST JAMES TOWNSHIP, CHARLEVOIX COUNTY, MICHIGAN
RESCHEDULED REGULAR BOARD MEETING AGENDA FOR
NOVEMBER 13, 2023, AT 5:30 PM
ST JAMES TOWNSHIP HALL**

APPROX. TIME	AGENDA ITEM
5:30 pm	Welcome: Call to order, Pledge of allegiance, Board/public input on agenda revisions
5:35 pm	Minutes: Review and Approve: October 11 Regular Meeting Minutes
	Public Comments for Agenda Item(s): (Limit of 2 minutes)
5:45 pm	<u>Finance and Administration</u>
	<ol style="list-style-type: none">1. Financial Report and Payments (Motion to accept and approve) Township Sewer: Repaired pump at \$3,985. Municipal Marinas: Two new motors at \$928.80/each; repairs of other motors and blowers continue2. Discussion Updated Budgets3. New Deputy Supervisor: Oath of office; Recommend Budget increase to \$1,9004. Posting for Open Positions (Motion)<ul style="list-style-type: none">• Board of Review Alternate opening (November)• Library Board opening (January)5. Verizon Contract approval (Motion)6. Location of winter board meetings; Print Museum Conference Room
	<u>Public Works, Health, and Safety</u>
	<ol style="list-style-type: none">1. Seasonal Decorations on Pocket Gardens: Decorations by the Community for the Community with payments via donations; Volunteer to lead effort2. Planning Commission:<ul style="list-style-type: none">• Issuing an RFP to select a consultant in FY24/25 to update Island's Zoning Ordinances (Handout and Motion)• Establishing stipend payments for RFP/selection processing for FY23/24 out of \$18,000 budget (Motion)• Size of Planning Commission: Recommend returning Planning Commission to 5 members (Resolution)3. Update: Font Lake West Park, Fishing Pier, Hunting on Twp Prop (Return to PW)4. St James Township Campground End of Season Report (Handout)5. Whiskey Point Lighthouse End of Season Report (Handout)6. Municipal Marinas End of Season Report (Handout)
	Public Comments for General Purposes: (Limit of 2 minutes)
	Adjourn via a motion.

Draft Motions of Possible Items that need Motions/Resolutions

Motion made by _____ and seconded by _____ to approve meeting minutes for October 11 Regular Meeting. Motion passed by _____ or Motion failed _____.

Motion made by _____ and seconded by _____ to accept the May Financial Report and approve the Payments request. Motion passed by _____ or Motion failed _____.

Deputy Supervisor Salary Background: Salary based on prorated budget of \$1,400 at 4.5 months = \$525; Working 18 remaining weeks at 6 hr/week = 108 hours = \$4.86/hour
Recommend Budget be increased to move to \$15/hour at 108 hours = \$1,620
\$1,620 + \$280 expended = \$1,900

Motion made by _____ and seconded by _____ to approve the budget for the Deputy Supervisor to move from \$1,400 to \$1,900, with the Deputy Supervisor earning \$15.00/hour. Motion passed by _____ or Motion failed _____

Motion made by _____ and seconded by _____ to post two vacant board positions: Board of Review Alternate and Library. Motion passed by _____ or Motion failed _____

Motion made by _____ and seconded by _____ to approve the revised lease contract with Verizon for their equipment to be placed on the township's Donegal Bay Tower. The terms are; Updated lease begins 9/1/24, it will expire 8/31/2059; Lease is \$1,590/month with a 2% annual increase. Motion passed by _____ or Motion failed _____

Motion made by _____ and seconded by _____ to authorize the Joint Planning Commission to issue a Request for Proposal to select a consultant to update zoning ordinances for both St James and Peaine Townships, with the work to be performed in FY24/25. Motion passed by _____ or Motion failed _____.

Motion made by _____ and seconded by _____ to authorize payments of stipends to St James Planning Commission members working on the preparation and issuance of the RFP for selecting a consultant to update the island's zoning ordinances. A \$1,500 budget would be established with payments at \$15/hour. Motion passed by _____ or Motion failed _____.

Resolution (see attached document)

Motion made by _____ and seconded by _____ to adjourn the meeting. Motion passed.