

**Draft Minutes of May 10, 2023 Regular St. James Board Meeting |  
St. James Township Hall | 37735 Michigan Ave | Beaver Island, MI | 5:30 pm**

**Present:**

Welke, McDonough, Cole, Fingerroot (via phone)

**Absent:**

Gillespie

**General**

Supervisor Welke called to order a regular meeting of the St. James Township Board at 5:32 pm on May 10, 2023.

Treasurer McDonough requested to add fireworks update to the agenda.  
Cynthia Pryor requested a public comment after the discussion of the Request to Use Township Property.

**Moved** by Cole, supported by McDonough to approve the meeting minutes of Regular Board Meeting on April 12, 2023 and Special Board Meeting on May 2, 2023.

**Motion Carried-Unanimous**

**Finance and Administration**

**Moved** by Welke, supported by Cole to accept the monthly finance report and approve the regular payments only.

**Motion Carried-Unanimous**

**Moved** by Welke, supported by McDonough to fund a special payment of \$100 for Litter Pickup/Safety Equipment.

**Motion Carried-Unanimous**

Discussion was had about a request for \$2500 from both townships by the Chamber of Commerce for providing Trail Books to the community, as has been done previously. Carol Burton and Angel Welke answered questions. The board would like more information before making a final decision.

**Moved** by Cole, supported by McDonough to approve compensation allowances for at-will part-time and seasonal employees and contract not previously presented to the board. This includes:

- John Blaney at \$25/hour for Part-time Sewer Assistant
- Brandon Maudrie at \$5,000 for Contract as Dock Maintenance Assistant
- Lonnie Allen at \$26/hour for Part-time Seasonal Cleaner at Docks and Other
- Heidi Vigil at \$21/hour for Part-time Seasonal Parks Gardener
- Full time Marina Attendants: Erin Wiser (\$19); Gary Conant (\$18); Sydney Stein (\$18); Victor Meshi (\$18); and Mackenzie Martin (\$17)
- Part-time (weekends) George Broder (\$18); and Carson Stein (\$17)

**Motion Carried-Unanimous**

**Moved** by McDonough, supported by Cole to authorize the supervisor to apply for and if awarded, sign a contract for technical assistance from the Economic Development

Association's Build to Scale Grant (as associated with EGLE) to add 30 hours of evaluation to the underway Transfer Station/Recycling Center MICROS Grant evaluation.

**Motion Carried-Unanimous**

**Moved** by Cole, supported by McDonough to authorize the supervisor to apply for and if awarded, sign a contract for purchasing for EMS a cardiac heart monitor via a grant from the Grand Traverse Band.

**Motion Carried-Unanimous**

**Moved** by Cole, supported by McDonough to appoint Levi Connor to the Waste Management Committee.

**Motion Carried-Unanimous**

Supervisor Welke gave updates regarding the Assessment Audit as well as the Critical Sand Dune Audit, noting more information will be provided soon.

Discussion was had about a request for use of Township Property for a Farmer's Market at the Whiskey Point Lighthouse from 6/10/23 to 9/16/23 on Saturdays. The board suggested looking into legalities regarding insurance before a decision will be made.

Public Comment:

Cynthia Pryor had questions regarding the Township's policies and forms for renting the Township Hall for use, and will be posting the information to the website for easier access by the public.

4<sup>th</sup> of July Fireworks:

Treasurer McDonough stated that everything is in order for the fireworks and those setting them off, as well as shipping them to the island.

**Planning Commission and TIS Program**

Shelby Harris gave a summary of the work she's done recently with the planning commission. The Master Plan is out and available for the public to view and comment on until June 28<sup>th</sup>. There are edits that are not in the available copies, but the issue is in the process of being fixed. There is work being done to update the zoning ordinance.

Also shared was the interest in applying for an Energizing Rural Communities Grant from the Department of Energy. This grant would allow the island to be further evaluated for areas of improvement and secondarily, for changes to be made based on the information found. A letter of support was requested to help with this process.

**Moved** by McDonough, supported by Cole to authorize the supervisor to write a letter of support for the application of the Energizing Rural Communities Grant from the Department of Energy.

**Motion Carried-Unanimous**

The TIS update highlighted invasive species currently appearing, note of the arrival of interns the week following the meeting, and that new informational brochures will be arriving at the end of the month. Additionally, the Go Beyond Beauty Program will be

coming to the island. This program will provide education regarding the purchasing of native species for planting and how to keep non-native species contained.

### **Public Works, Health, and Safety**

Supervisor Welke gave a brief summary of the Emergency Exercise, stating that it went well, despite issues regarding weather and radio connectivity. More information will be reported at a later date.

A discussion of various public works issues: 1. Need for improvement in the parking/heavy traffic on Main Street; 2. Paving plans and dust control; 3. A delay in the Broadband Project (for the anchor institutions); 4. The release of a Housing Survey on May 15<sup>th</sup>, with a forum to follow on June 15<sup>th</sup>; and 5. Supervisor Welke gave information on the maintenance/improvement work being done at the Campground and Ball Diamond.

### **Strategic Planning Discussion**

Supervisor Welke presented a draft of a 10-year Strategic Plan for the board that included goals to focus on using the Master Plan, Emergency Operations Plans, and the Capital Improvement Plan, etc. to aid in the completion of these goals.

Blight was noted as a big concern.

### **Public Comment**

Carol Burton suggested a need for a car crusher to come back to the island, noting that it would help with the issue of blight. She also expressed concern with the parking and traffic situations on Main Street, proposing lines be painted to denote parking spaces. Joe Moore suggested that the CCRC be encouraged to spray water on the roads that do not get sprayed by the Calcium Chloride truck.

**Moved** by McDonough, supported by Welke to adjourn at 7:02 pm.

Submitted by:

Tessa Jones, Deputy Clerk  
St. James Township  
COUNTY OF CHARLEVOIX