

**Draft Minutes of September 13, 2023 Regular St. James Board Meeting
St. James Township Hall | 37735 Michigan Ave | Beaver Island, MI | 5:30 pm**

Present:

Fingerroot, McDonough, Welke, Cole, Gillespie

Absent:

None.

General

Supervisor Welke called to order a regular meeting of the St. James Township Board at 5:30 pm on September 13, 2023.

Moved by McDonough, supported by Gillespie to approve the June 14 Regular Meeting minutes.

Motion Carried-Unanimous

Moved by McDonough, supported by Gillespie to approve the July 12 Election Commission Meeting minutes.

Motion Carried-Unanimous

Moved by Welke, supported by McDonough to approve the July 12 Regular Board Meeting minutes.

Motion Carried-Unanimous

Moved by Gillespie, supported by Fingerroot to approve the August 16 Regular Board Meeting minutes.

Motion Carried-Unanimous

Moved by McDonough, supported by Welke to approve the September 6 Special Meeting Minutes.

Motion Carried-Unanimous

Finance and Administration

Moved by Cole, supported by McDonough to accept the August Financial Report and approve the Payments request.

Motion Carried-Unanimous

The board reviewed the General Fund Budget.

Moved by McDonough, supported by Cole to authorize the clerk and supervisor to sign and submit the annual Tax Rate Request (Form L-4029) to the County Equalization Department.

Motion Carried-Unanimous

Moved by Cole, supported by McDonough to authorize the supervisor to consider negotiation with Verizon for a potential lifetime lease on the Donegal Bay Road Tower.

Motion Carried-Unanimous

Moved by McDonough, supported by Cole to transfer \$10,000 from the Campground fund to the General Fund to begin 7.5 years of \$74,000 payback for Campground project work through use of General Funds.

Motion Carried-Unanimous

Moved by Welke, supported by Cole to accept Happy Paddle payment of \$1,250 for rental of the former Masini property for the May to September 2023 period.

Motion Carried-Unanimous

Public Works, Health, and Safety

Moved by Cole, supported by McDonough to accept the 2023 Master Plan developed by the Township's Planning Commission.

Motion Carried-Unanimous

The board discussed the steps following the acceptance of the Master Plan. Updates to zoning ordinances are being made. The Capital Improvement Plan and strategic planning will be revisited at a later date, using the Master Plan as a guide.

Resolution 2023.09.13.23 to establish a new permit fee schedule for all zoning permits.

Roll Call Vote:

Ayes: Fingerroot, McDonough, Cole, Gillespie, Welke

Nays: None.

The Resolution was declared adopted by Welke with Gillespie charged to certify the Resolution.

Marlene Wisner noted that she will have a full end of season report in November, once both marinas are closed. She recommends a slight change in rates to stay comparable with nearby marinas.

Moved by McDonough, supported by Cole to approve the recommended 2024 dock rates for boaters, with the Transient Fees at Rate H and the Seasonal Rate at Rate 2 or 7 depending on boat size and services. Roll Call Vote:

Ayes: Fingerroot McDonough, Cole, Gillespie, Welke

Nays: None.

Motion Carried-Unanimous

Moved by McDonough, supported by Fingerroot to approve the following open and close dates of both marinas: North Marina May 20, 2024 to September 29, 2024; South Marina June 8, 2024 to September 1, 2024.

Motion Carried-Unanimous

Cynthia Pryor provided an update on the Campground. The season will end October 31, 2023. As of the meeting, there have been 753 campers in the 2023 season.

Recommendations were made to increase campsite rates as well as reservation fees.

There is concern with ATV and offroad vehicle traffic through the campground.

The firework ban flyer will be advertised and the ban will go into effect as of September 26, 2023.

Discussion was had regarding the possible sale of an excess vacant property owned by the township. No decision will be made without further discussion and consideration.

Shelby Harris gave updates on her TIS work and with the Planning Commission. She suggested that focus be put on the trails, both in protecting them and education about them. Critical sand dunes are also a concern, especially with the increased amount of damage being done as a result of ATV and offroad vehicle use. Informational videos and signs for the trailheads are in progress. Water samples of the inland lakes have been sent in for testing of bacteria and mineral levels. Another concern, is protecting the outer islands in the archipelago as the tourism and visits to these islands continues to increase.

In her Planning Commission update, Shelby shared that new benches are being ordered.

Trustee Cole suggested that the Planning Commission give updates monthly to help the board keep in mind tasks and projects relevant to the Master Plan.

Cynthia Pryor provided an end of season report on the lighthouse tours. They were very popular, with 782 total climbers and \$1,000 raised in free-will donations. She suggested these funds be used towards improvement of the lighthouse or the surrounding area.

The board reviewed the new BIRHC budget.

Public Comment

None.

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

Submitted by:

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