

FINANCE COMMITTEE*
ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN
MINUTES FOR April 6, 2022 REGULAR FINANCE MEETING
1:00PM @ SJT GOVERNMENTAL CENTER

Attending: Supervisor Moore, Clerk Gillespie, Treasurer McDonough, Planning Assistant Harris, Admin Assistant Pryor

Meeting called to order 1:09 pm Joe Moore Minutes of March 2, 2022 Approved

ANNUAL BUDGET REVIEW FINANCE

Committee reviewed the FINAL 2021-2022 Budget YTD. Diane to work with Marlene on Marina Budget – note that a Recognition Sign will be ordered next week for Waterways Grant/Woolam. Need to put \$5,000 in Marina budget to cover sign. Julie will review ID numbers to make sure they show up on the budget O.K. Amendments for the budget need to be identified for next Board meeting April 13th. Campground Project \$\$ 200,000 total Grant \$150,00 Grant St. James Township Match \$50,000. Cynthia will get a disbursement summary from the Recreations Grant process for the next meeting.

Review of Accounts and still looking at adding the TIS Fund. \$500 from BIA will be added. Julie still working with accounts personnel to establish the TIS Fund. Diane reviewed the Delinquent Tax process where County will give us \$ from delinquents. Taxes are totally done.

TIS budget and Peaine share still a matter of discussion. Need a sit down meeting with Peaine (Supervisor/Clerk) about TIS. Diane and Cynthia will work to dig up all pertinent information of TIS history in establishing a joint process with St. James and Peaine.

ARPA fund and COVID-19 Analysis for disbursement of funds and a report needs to go the State of Michigan by the end of the month – we do not have a plan for these moneys at this time. Ideas need to be generated in the next few meetings on how to spend money.

ITEMS THAT CAME BEFORE THE BOARD.

Fireworks – identified personnel who will performing fireworks. Need to set up housing for some personnel. Class with Great Lakes Fireworks is free. Costs to be shared with Peaine. Diane will put all costs on her credit card (gas, housing, airfare, food, etc.) Costs going up 30% on fireworks. Budget will need to be amended and Diane will be working on donations.

Pumping of trailers – into a holding tank? To be part of the public works discussion.

June 8, 9 and 10. Auditors, Vrdeveld, will performing Township Audit.

Marina parking for boat trails. Marina needs a policy for parking. Checking with other marinas as to their policies. Check on vacancy of Marina Storage area. Both marinas and sewage system need back-up generators to handle power outages – for bubblers. Need to lock up electric system from public interference.

Make sure bacterial testing is part of maintenance duties for all facilities. Julie needs to send money with tester for test submission which are time sensitive and need to be flown off.

Website undergoing transformation to new platform – please review for new added features. Library reviewing insurance on library building. Ownership of Library building needs to be looked into – Joe to review.

Next Meeting Date: May 4th, 2022 Meeting adjourned 2:12 pm.

* Finance Committee established by Township Board on 12.7.2016 with following board members appointed: Supervisor, Treasurer and Clerk