

**PUBLIC WORKS COMMITTEE\***  
**ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN**  
MEETING MINUTES FOR January 19, 2022 @ 11:00AM @ ST JAMES TOWNSHIP HALL

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**Attendees:** Joe Moore, Paul Cole, Vicky Fingerroot, Shelby Harris, Cynthia Pryor

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Call to order, input on agenda, approve minutes of October 2021 meeting

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**Road safety Initiative Update-Possible crosswalks downtown – Nicole Olson**

Recommends crosswalk north of Boat Dock due to tragedy last summer – crosswalk at Harbor View Park. More patrols in summer when boat comes in. Suggests only have vehicles turn right out of boat dock parking areas signs or boat personnel directing traffic to the right. Work with Transportation Authority board on issues of safety – vehicle leaving ferry area and window time for freight pick up (Joe).

Crosswalks south of town at Hardware to Erin Motel and also across to Print Shop.

Maybe crosswalk between Catholic Church Hall and beach access.

Forklift Traffic Signs and yellow on roadway – changing protocol of loading and unloading in down town area. Maybe have Road Commission look at stop sign at bottom of hill at Print Shop – moving to where people can see – that intersection used more as three-way yield instead of Stop.

Parking on Daddy Franks Hill – advocate for No Parking on Hardware side of road. Get with Kitty on discussion to date on this (Joe).

**Harborview Park Update**

The Harborview Park Improvement Project grant from Charlevoix County Park Millage Grant has been closed out with total costs for restrooms, drinking fountains and park furnishings totaling \$20,409. The grant provided for township payback of \$9,517. There is still some restroom work to be done May 2022 to finish hot water plumbing to the sinks, installation of two baby changing stations and the receipt and set-up of the solar charging umbrella to the purchased metal picnic table.

Add landscaping each year to Harbor View – Heidi planters etc. Put in budget each year and invite Heidi Vigil to March Public Works meeting to talk about downtown. (Joe).

**Campground Improvement Project**

An extension has been received from the DNR on the Recreation Passport Grant to end March 31, 2022. McDonough Construction has finalized the placement of the drain field, septic, electric to sites, clearing of campsites, development of utility building to house electric, hot water heaters and plumbing, development of outside showers with plumbing to the drain field. There is still some plumbing work and concrete work to the outside showers, concrete work on a walkway and the installation of picnic tables, picnic rings and signs in early spring – concrete work dependent on weather. It is doubtful that this work can be completed by March 31<sup>st</sup> and we may need to file another extension with the DNR. To be reviewed end of February. Kitty is still tracking this and Cynthia is working with her to get

all DNR compliant work completed, inspected and the township reimbursed. Recently filed a re-imbusement request for \$78,746.96.

Erosion signs DANGER getting to old beach path and fencing at edge of cliff and add lighting to roadway. Roadway needs to be re-worked and graveled.

### **Township Storage Space**

Marina Storage Area. Concerns about county's intended use of stored material and the door structure – liability of door malfunction.

Check with Darrell on his sense on Marina Storage facility and safety issues (Joe)

### **Township Lighting – Dark Sky Compliant**

Governmental Center – may need to be assessed to Dark Sky compliant for light pole and motion sensors at building. Whiskey Point lighting still being talked about.

### **Gull Harbor Preserve**

Recommend that a park development action plan be developed for this preserve that would link this preserve to Little Traverse Conservancy and Stanhope properties to the Old DNR Building property via walking, hiking, skiing trails within the preserve. We have received permission from the Stanhope Trust to connect the Old DNR property to the preserve. Conversation and partnership with the Little Traverse Conservancy would ensure optimum use of this property for the Township. This could include a parking area, dark sky platform, new signage, clearing and marking of trails. Shelby Harris – new Planning Assistant has been tasked to start preliminary needs assessment of project goals, costs and timelines for Board consideration.

ISSUE: Limestone Ridge road – public roadway or private? (Joe)

### **Signs for St James Properties**

There is a current Township project that would purchase and install signs on our properties which would include: Font Lake boat launch parking; Mt. Pisgah recognition signs, Property Public Use signs on unmarked Port St. James properties located on Font Lake and Lake Michigan; Gull Harbor signs; Governmental Building signs – inside and out; Old DNR Recognition sign; DNR signs for Marina and Campground; and a John Woolam Recognition sign for Marina North.

Recreation development on Port St. James properties – (Paul meet with Port St. James board and/or officials).

### **DNR Building-repairs needed**

Township needs to determine use of this building and needs a repair assessment done. Sheriff department wants to use to house deputy – Joe has asked for more information from them. Suggestion Larry (did work on Governmental Center) as a retired building contractor may do this for us. (Joe).

### **St. James Harbor Lighthouse**

Needs to done 2022 and hire a person familiar with working with historic sites.

### **Banner Brackets for Light Poles**

Many uses for decorating town with flag banners, ie: Baroque on Beaver, Christmas, Holidays, museum week.

Baroque on Beaver will pay for putting banner brackets on all existing light poles in Harbor Area. Approved – Paul will get back with them.

### **Electricity to Base of Light Poles**

Around the harbor light poles needs to be re-evaluated – \$8,000 in 2021 budget – can be allocated out of street and road – check budget. For use in decorations, aid in any harbor maintenance work.

Get a quote from Robert John's Service to do all township owned light poles in Harbor District. (Joe)

Christmas tree decorating – hanging lights, etc. needs to be part of Maintenance job instead of relying on volunteers – board discussion item. Traditional tree lighting – Chamber conversation

### **Pocket Gardens**

NEED: Increase landscaping budget for Heidi – board discussion

Next Meeting Date is February 16, 2022

\*Public Works Committee established by Township Board on 12.7.2016. Current Members: Supervisor Moore, Trustee Cole and Trustee Fingerroot.