



**ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN  
REGULAR BOARD MEETING AGENDA FOR SEPTEMBER 14, 2022, AT 5:30 PM  
ST JAMES TOWNSHIP HALL**

APPROX. TIME	AGENDA ITEM
5:30	<b>Welcome:</b> Call to order, Pledge of allegiance, Board/public <b>input</b> on agenda revisions
5:35	<b>Minutes:</b> Review, revise, <b>approve</b> minutes of August 10, 2022
5:40	<b>Scheduled Public Comments:</b> Comments are to be restricted to 5 minutes <ol style="list-style-type: none"> <li>Bonnie Rice: Sign placement on Township Airport Property</li> <li>Cynthia Johnson: Dark Sky Lighting Upgrade Request</li> <li>Dick Mulvihill/Kevin Boyle: Broadband Update (10 minutes)</li> </ol>
6:00	<b>Finance and Administration Committee Report:</b> <ol style="list-style-type: none"> <li><b>Review and discuss</b> Monthly Finance Report/Banking Status (Handout)</li> <li><b>Review and discuss</b> payments, including:               <ol style="list-style-type: none"> <li>\$2,900 from the Street &amp; Road Fund to <b>purchase a Radar/Speed Trailer</b></li> <li>\$5,000 payment from the County Parks Millage for <b>purchasing an ADA Port-A-Jon</b> for campground.</li> </ol> </li> <li>Beaver Island Emergency Services Authority:               <ol style="list-style-type: none"> <li><b>Request</b> to levy for BIEMS 3.0000 mills rather than the current 2.2000 mills levied. This levy would actually be 2.9709 mills given the required Headlee reduction.</li> <li><b>Request</b> for St James and Peaine Townships to provide financial support for Payroll during the September to December 2022 period with payback by the end of March 2023.</li> </ol> </li> <li><b>Discuss</b> pending L-4029 2022 Tax Rate Request; refer to attached form and Supervisor's Lens.</li> <li><b>Discuss</b> need for second deputy, possible grant opportunity; collaboration with Peaine Twp</li> <li><b>Discuss</b> airport tree cutting opportunity for campground firewood</li> <li><b>Accept</b> Monthly Finance Report/Banking Status and <b>Approve</b> payments</li> </ol>
6:20	<b>Public Works Committee Report:</b> <ol style="list-style-type: none"> <li><b>Discuss</b> Public Works Committee being converted to Public Works, Health, and Safety Committee as discussed at the August 15 Public Works Committee meeting</li> <li><b>Discuss</b> a) Sept 9<sup>th</sup> conversation with Sheriff Vondra, b) August 29 visit with Charlevoix County Emergency Coordinator, c) Forming a township Health and Safety Advisory Committee: Supervisor to meet quarterly with leads from Fire Department, EMS, BIRHC, Deputy Sheriff, and Island Airways, and d) Hosting with Deputy Sheriff "Safety Issues Forum" perhaps 3 times/year</li> </ol>
6:30	<b>Correspondence/Updates/Island Committee Reports:</b> <ol style="list-style-type: none"> <li>Planning Commission/TIS <b>Update:</b> Planning Commission Assistant and TIS Administrator's report – See attached report(s)</li> <li>Island Committee <b>Updates:</b> Airport Commission, Rural Health Center, Telecommunications, Waste Management</li> </ol>
6:40	<b>Other Action Items:</b> <ol style="list-style-type: none"> <li><b>Approve</b> a proposal to update the name of the Karnes Beach Property to the "Edward B. Wojan Park" rather than the August 10, 2022, board approved "Edward B. Wojan Public Beach".</li> <li>Beaver Island Transportation Authority (BITA): <b>Approve</b> the reappointment of Kevin McDonough to BITA's Board.</li> <li><b>Request</b> for Property Use Permit: Proposed "Forest Enclosure" to be built/operated at St James Township Campground with all associated costs provided by others. (Handout)</li> </ol>

6:50

**Supervisor's Report:**

1. **Refer** to Supervisor's Lens for items covered and not covered above (HO)
2. Cpl. Jill Miller (DNR) will be **hosting three no-wake ordinance public hearings** on Friday, October 21 at to-be-determined locations and times covering Font Lake (hearing for each of two township) and Fox Lake.
3. **Request** schedule change of the next board meeting from Wednesday, October 12, 2022, to Tuesday, October 11, 2022, at 5:30 pm. This schedule change will permit the Supervisor to attend a regional Michigan Township Association Conference on October 12-13.

**Public Comments:** Each comment is to be restricted to 3 minutes.

**Adjourn**

**Draft Motions of Possible Items that need Motions:**

August 10 Meeting: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the August 10, 2022 meeting minutes as discussed. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

BIEMS 1: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to levy the voted amount of 3.0000 mills for BIEMS rather than the current 2.20000 that has been levied. It is acknowledged that the 3.0000 levy is 2.9709 given the December 1, 2022 Headlee reduction factor. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

BIEMS 2: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to financially support the BIEMS in the amount of \$45,000 between September and December 2022 with the understanding this amount is repaid by March 31, 2023. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

L-4029 Tax Rate Request: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to authorize submittal of the form L-4029 as presented and discussed. Motion passed by \_\_\_\_\_ or Motion failed by \_\_\_\_\_.

Payments: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to make monthly payments as proposed. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

Wojan Park: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to establish the name of the new park undergoing a purchase process from the Karnes Family as the Edward B. Wojan Park. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

BITA Board: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to reappoint Kevin McDonough as member of the Beaver Island Transportation Authority. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

Special Meeting: Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to move the regular October 12 township board meeting to a special meeting on October 11, 2022. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_.

# St James Township, Beaver Island MI

## Township Board Financial Report for September 14, 2022

Fiscal Year 22 (April 1, 2022 – March 31, 2023)  
August Report: 5<sup>th</sup> month/12 = 42% of year elapsed

### Charlevoix State Bank Account Balances and Revenues and Expense Report

Account	Last Month August 31, 2022	Previous Mo. July 31, 2022	Last Year August 31, 2021	To-Date Revenues 9/12/22	To-Date Expenses 9/12/22
General Fund	\$69,583.50	\$133,934.63	\$366,086.73	\$172,336.75	\$401,377.71
Municipal Dock	\$197,517.59	\$214,958.49	\$200,242.12	\$168,127.29	\$140,303.68
Sewer Use	\$28,368.43	\$27,013.63	\$22,789.35	\$21,749.67	\$9,805.22
Sewer Cap. Impr.*	\$17,094.33	\$17,094.33	\$7,083.76	NA	NA
Street & Road	\$374,565.55	\$375,244.03	\$306,699.51	\$8,362.95	\$9,376.42
Lighthouse	\$5,442.81	\$5,442.35	\$5,586.86	NA	NA
Reserve*	\$75,047.89	\$75,047.89	NA		

\*The Sewer Capital Improvement and Reserve funds only reports quarterly, so the nearest quarter information is reported herein

### Account Notes

Account	Monthly Highlights
General Fund:	<p>The majority of this account's funds are from property taxes and grants not involving the below accounts. Large expenses relative to one-time costs of returning an overpayment of ARRA funds (\$60,136), purchasing the new township pickup, snowblade, and trailer (over \$40,000), as well as costs associated with re-roofing the Deputy Residence (\$26,400) have affected this fund. Other than those expenses, payroll remains the greatest expense for the township with greater hours worked during the summer months.</p> <p>Additional revenues are expected, these include: \$92,000 from the State for the Campground and transfer of general fund costs incurred via the Dock or Sewer funded work.</p>
Municipal Dock:	This enterprise fund (no millage) is in good shape. More detailed financial information will be provided in a later scheduled Board Packet.
Sewer Use:	This enterprise fund (no millage) does not receive tax dollars. Sewer users continue to pay in a timely manner. Annual sewer study will be completed in November.
Sewer Capital Improvement:	This enterprise fund (no millage) was set up to save money for capital improvement projects related to the sanitary sewer.
Street & Road:	This millage-based account is stable; however, the every-three-year purchase of gravel will reduce any surpluses as will any township-based road improvement.
Lighthouse:	This fund is set up to save money for improvements to the Whiskey Point Lighthouse. Funds come from 50% of the donations during summer tours sponsored by BIHS. Painting the tower needs to be assessed.
<b>Other Monthly Notes:</b> A second page is added to this report which gives board members a snapshot of Charlevoix State Bank funds on the day the snapshot was taken (not the end of the previous month).	

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**Charlevoix State Bank**  
**St James Township Balances as of September 8, 2022**

**ACCOUNTS**

<div>General Fund **0156</div> <div>Available Balance</div> <div>Transactions Pending</div> <div>\$55,985.72</div>	<div>Trust and Agency **0167</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$109,983.97</div>
<div>Street and Road **0585</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$374,565.55</div>	<div>Sewer Use Fund **0596</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$28,368.43</div>
<div>State Revenue Holding **1135</div> <div>Available Balance</div> <div>Transactions Pending</div> <div>\$41,545.04</div>	<div>TIS **1245</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$506.06</div>
<div>Municipal Yacht Dock **1609</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$204,677.18</div>	<div>Lighthouse Fund **1972</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$5,442.81</div>
<div>Sewer Capital Improvement **3250</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$17,094.33</div>	<div>Reserve Account **6449</div> <div>Available Balance</div> <div>Current Balance</div> <div>\$75,047.89</div>

**IMPORTANT NOTES:**

1. The **Trust & Agency Account** is simply a pass-through account for tax dollars received and awaiting transfer to receiving taxing unit.
2. The **State Revenue Holding Account** shows dollars coming from the state and other sources, awaiting transfer to receiving township fund.

**2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes <b>Charlevoix</b>	2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022 <b>51,691,033</b>
Local Government Unit Requesting Millage Levy <b>St James Township</b>	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

**This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.**

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2022 Current Year "Headlee" Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operational	11/2021	1.0000	1.0000	0.9903	0.9903	1.0000	0.9903		0.9903	12/2026
Voted	Operational	8/2020	3.2500	3.2500	0.9903	3.2184	1.0000	3.2184		3.2184	12/2023
Voted	BI Fire Department	8/2022	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000		0.9000	12/2025
Voted	Medical Center	8/2022	2.0000	2.0000	1.0000	2.0000	1.0000	2.0000		2.0000	12/2025
Voted	Airport	8/2020	1.0000	1.0000	0.9903	0.9903	1.0000	0.9903		0.9903	12/2023
Voted	Street & Roads	8/2022	2.0000	2.0000	1.0000	2.0000	1.0000	2.0000		2.0000	12/2025
Voted	Transfer Station	8/2020	1.7500	1.7500	0.9903	1.7330	1.0000	1.7330		1.7330	12/2023
Voted	Historical Society	8/2020	0.2500	0.2500	0.9903	0.2475	1.0000	0.2475		0.2475	12/2023

Prepared by <b>Roberta S. Welke</b>	Telephone Number <b>(231) 448-2014</b>	Title of Preparer <b>Township Supervisor</b>	Date
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☐ Clerk

☐ Secretary

☐ Chairperson

☐ President

Signature	Print Name	Date
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Signature	Print Name	Date
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\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2022 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



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[illegible]

Prepared by <b>Roberta S. Welke</b>	Telephone Number <b>(231) 448-2014</b>	Title of Preparer <b>Township Supervisor</b>	Date
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<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

# Instructions For Completing Form 614 (L-4029) 2022 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

**Column 1: Source.** Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

**Column 2: Purpose of millage.** Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2022 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

**Column 3: Date of Election.** Enter the month and year of the election for each millage authorized by direct voter approval.

**Column 4: Millage Authorized.** List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

**Column 5: 2021 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2021 permanently reduced rate can be found in column 7 of the 2021 Form L-4029. For operating millage approved by the voters after April 30, 2021, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 6: Current Year Millage Reduction Fraction.** List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2022 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2022 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2022. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

**Column 7: 2022 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** The number in column 7 is found by multiplying column 5 by column 6 on this 2022 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization).** List the millage rollback fraction for 2022 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2022. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

**Column 9: Maximum Allowable Millage Levy.** Multiply column 7 (2022 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

**Column 10/Column 11: Millage Requested to be Levied.** Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2022. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

**Column 12: Expiration Date of Millage.** Enter the month and year on which the millage will expire.

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**Column 6: Current Year Millage Reduction Fraction.** List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2022 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2022 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2022. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

**Column 7: 2022 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** The number in column 7 is found by multiplying column 5 by column 6 on this 2022 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization).** List the millage rollback fraction for 2022 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2022. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

**Column 9: Maximum Allowable Millage Levy.** Multiply column 7 (2022 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

**Column 10/Column 11: Millage Requested to be Levied.** Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2022. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

**Column 12: Expiration Date of Millage.** Enter the month and year on which the millage will expire.



## PROPOSAL FOR A FOREST EXCLOSURE AT ST. JAMES TOWNSHIP CAMPGROUND

We propose to seek funding from the Charlevoix County Community Foundation for a forest exclosure to be placed in the wooded area directly south of the St. James Township Campground. An exclosure is a fenced area that excludes larger herbivores, such as deer and rabbits. Dozens of scientific studies have shown that forest vegetation may be damaged by the presence of large herbivores, and we propose creating a small space, approximately 20 ft. x 20 ft., in a public area where residents and visitors alike can see what a forest floor looks like when large herbivores are excluded. This exclosure needs to be located in an area where there is a high variety of tree species, and the area to the south of the St. James Township Campground fits this criterion. Therefore, we are requesting permission to build an exclosure near the campground. In addition to the excellent biological features of this area, location in a public place means that this exclosure will serve as an educational tool for promoting the natural areas of Beaver Island. We will also develop an interpretive sign which will inform the public about naturally occurring vegetation that they will be able to observe inside the exclosure. Studies have shown that tree seedlings and wildflowers establish themselves over several years after construction of an exclosure (see accompanying photographs of exclosures in other areas of the country).

We propose that all funding for the project will come from the Charlevoix County Community Foundation, and we will seek the help of the natural resources staff of the Little Traverse Bay Band of Odawa Indians in constructing the exclosure. We would greatly appreciate the support of the St. James Township Board for this important educational project.

Thank you,  
Pam Grassmick and Beth Leuck

### PHOTOS OF EXCLOSURES



Exclosure at Valley Forge State Park



Exclosure at Kemp Station, WI



Exclosure at University of Wisconsin Study Site





Beaver Island  
Michigan

# Supervisor's Lens

Notes to St James Township Board Members from Supervisor Bobbi Welke

September 14, 2022

Volume 9, Number 1

**SJTGC** = St James  
Township  
Governmental Center  
**SJTH** = St James  
Township Hall  
**PTH** = Peaine  
Township Hall



Wednesday, September  
14 @ 5:30PM @ SJTH  
**Regular Board  
Meeting**

**St James  
Township  
Board**

Wednesday, August 21  
@ 11:00AM @ SJTGC  
**Public Works  
Committee**

**PWC**

Wednesday, September  
7 @ 1:00PM @ SJGC  
**Finance Committee  
Meeting**



## Finance and Administration Committee Report:

### 1. Monthly Financial Report/Banking

**Reports:** The Monthly Financial Report has been updated to include the end of the previous month's to-date revenues and expenses.

**Budgets:** All budgets are in good shape, except for the General Fund Budget which is in fair condition. The General Fund has complex issues and needs an amendment to balance the budget based on new incoming data. A budget amendment for the General Fund and the other funds will be proposed at the November Board Meeting.

**Revenues:** An overpayment of ARRA funds in the amount of \$60,136.21 were returned to the state on July 5. It is worth noting that the State will be reimbursing the township nearly \$92,000 for the campground project.

**Expenses:** The new township pickup and related maintenance equipment cost over \$40,000. The Sheriff Residence roofing costs increased by \$2,900 for a total of \$26,400. Other than these two one-time payments, the expenses associated with payroll are the largest fiscal issue for this fund. Payroll costs associated with the general fund are noted below. A total of \$59,522.47? was paid back or will be paid back into the General Fund from other the fund the expenditures were incurred. In the future, to continue to seek timely reimbursement into the general fund, we will routinely invoice each fund that used general fund wages (etc.) to represent a transparent view of these current bank fund transfers.

- i. April: \$27,253.06      iii. June: \$68,696.23      v. August: \$60,019.34
- ii. May: \$24,980.76      iv. July: \$91,371.39

### 2. Recommend making standard payments, including payment as follows:

- a. **\$2,900 from the Street & Road**, which represents 1/3 of the cost of a Radar/Speed Trailer for Island-wide use. Peaine Township and BIHS via a Tourism/Safety Grant will pay the other portions. This trail need was discussed at the August 15 Publics Works special meeting.
- b. **\$5,000 from Charlevoix Co. Parks Millage**, which is for a new ADA Port-a-Jon at the campground. There is an 8-month lead time for delivery. The existing PaJ at the campground belongs at J. Gillespie Park.

### 3. Beaver Island Emergency Services Authority requests the below actions:

- a. **Request to levy for BIEMS 3.000 mills as approved by the voters** rather than the current 2.2 mills levied. This levy would actually be 2.9709 mills given the required Headlee reduction (this reduction is explained below).
- b. **Request for St James and Peaine Township to provide \$45,000 each to support BIEMS payroll** for the September-December 2022 period with payback by the end of March 2023.

### 4. The annual L-4029 Tax Rate Request report is due September 30. It is worth noting that the 1978 Constitution amendment known as the Headlee reduction factor is applicable to all millages except those that were voted into place in August 2022. This reduction factor, along with changes attributed to the Proposal A in 1994, protects homeowners who have not purchased new property from increases in property taxes. **Each of these "older" millages are reduced by a 0.9903 factor given that the township's property value increased from \$48,730,272 to \$51,691,033 due to recent property purchases.**

As an example, the Airport has a 1.0000 millage rate which was voted upon in August 2020, therefore, the 1.0000 millage rate times the 0.9903 factor equals a new millage rate of 0.9903.

New property owners with an increased property value will pay a greater amount of taxes than the former property owner if, as is the case in most instances, the property value increased due to the sale price. There may be an allowable inflation increase for all properties as imposed by the state of Michigan.

**Public Works, Health, and Safety Committee:**

1. At the August 15 Public Works Committee meeting it was proposed this committee become the **Public Works, Health, and Safety Committee** thereby extending the reach of this committee over issues important to the township. This committee in companion with the newer Finance and Administration Committee will serve the township in discussing most of the issues related to oversight of township governance.
2. Charlevoix **County Sheriff** Update: Via a telephone call on September 9, Sheriff Vondra reports that **he fully supports the need for a second deputy** on the Island and can provide resources (Supervisor Tilly reports the same); further, the Sheriff is supportive of the **planned update of Island emergency management plans**, our participation in the **county's hazardous mitigation plan development**, the township forming a **Health and Safety Advisory Committee**, and the township and deputy hosting a **Safety Issues Forum** three times a year. Sheriff Vondra would like to attend one of these meetings each year.

**Supervisor's Report:**

1. The full MNRTF Grant Application was submitted by Cynthia on September 9. Her work to develop this application was outstanding.
2. Cpl. Jill Miller (DNR) is coming to the Island to host three no-wake zone public hearings on October 21 for Font Lake (two hearings; one for each township) and Fox Lake. Hearing details are still being worked out.
3. The sale report for the township's harbor property opposite the old DNR building was posted on the township's website on August 21 and shared with three interested parties.
4. The vacant Planning Commissioner position and renewed ZBA positions were posted on September 12.
5. The RFP to hire an assessor was reviewed and approved by John Johnson, longtime Island property owner and retired Ottawa County Equalization Director on September 12. John suggested that this RFP get posted to the Michigan Assessors Association. We will post the RFP later today or tomorrow on the township website and reach out to the MAA on September 13th.