



**PUBLIC WORKS, SAFETY, AND HEALTH COMMITTEE
ST JAMES TOWNSHIP, BEAVER ISLAND,
CHARLEVOIX COUNTY, MICHIGAN**

MEETING AGENDA EACH MONDAY IN FEBRUARY & MARCH IN 2024
10:00 am to 11:30 am @ the Government Center

AGENDA ITEM – STRATEGIC PLAN ACTIONS DISCUSSION (SPAD)

Actions by Public Works

Park Planning Goal: Using the St James Township Parks History and Plan, the Public Works Committee is to create a Parks CIP.

1/15/24: BW update the Parks History and Plan as discussed and will begin entering the same information into Parks CIP. 1/24/24: Recommend separate park discussion based on waterfront and outside the waterfront area. 1/26/24: Updated SPAD and Parks CIP distributed.

Waterfront/Park Planning

Goal: Make the waterfront, including all township parks in the area, accessible, connected, diverse, and welcoming. Refer to sustainablesmallharbors.org – visitor attractions graphic.

Dredging: Emergency funding set up for 2013 for dredging which was not needed due to high water. Benchmark measurements taken at Marina North in early January 2024.

Harbor Walk: 1/15/24: 2023 \$10,000 Charlevoix Co Parks grant extended into 2024.

Fishing Pier: 1/17/23: Reference Fishing Pier Conceptual Drawing by Flotation Docking Systems; sites for pier being considered. A fish cleaning station should be considered.

Wojan/Gillespie Parks: 1/15/24: F&V is contracted by the township to create a Master Plan as a development plan to convert the soon to be 677’ long Town Beach to a modern beach park with an improved playground, rest rooms, a picnic pavilion, and other amenities, perhaps a music shell/Arran More style. A grant plan to fund these future amenities is also to be created. They are also contracted to apply for grants.

LaFreniere Park: 1/15/24: Place sign and vegetation. Work with Heidi on plan.

Expanded BIBCo Dock (Private): Township role to authorize expansion/zoning permit; bottomland permit. Project placed within Township sponsored contract.

Winter Park: 1/15/24: Restroom Park needs to have name change approved by the board. Include better vegetation/tree scape, with a new tree for Christmas, and other winter amenities, perhaps fire pit(s), benches, a synthetic skating rink, and igloos for shelter. Work with Heidi on plan.

Marina South: 1/15/24: The parking lot is undergoing consideration for additional parking space. **This is a priority.**

AMVETS Park:

Harbor Winter Access Park:

Marina North: 1/15/24: Each year, the need for dredging at the fuel dock and the southeast corner of the southmost dock, is considered – or in the case of the fuel dock, a floating dock could be placed lakeward to extend the boat tie up to a deeper location. The entire dock and bubbler system needs to be replaced with a modern commercial floating dock and bubbler system plus a boat washing station.

Invasive species (clover and non-native species) need to be addressed with consideration for shoreline protection improved by use of native plants and related interpretive signage.

Mid-January 2024 quick freeze caused 8" of ice. New pump burned out (1/23/24) and replaced with repaired pump. Investigating using underwater blowers exclusively with help from Flotation Docking Systems.

Proposed Trail: 1/15/24: In 2024, lilac bushes should be planted along some of the north property line for future screening purposes. Work with Heidi on this plan.

At a future date a natural trail will be constructed between the Michigan Avenue sidewalk and the east property line. This work cannot be completed until a future north/south trail on private property to the east is accessible.

Bud McDonough Ball Park:

Lighthouse Park: 1/15/24: To operate this property as a park, work with Heidi to create a vegetation buffer near Anderson property line and in the lawn area, use native grasses, bushes, flowers. Also, within the area which have exposed or nearly exposed foundations of buildings which were removed, cover them appropriately (using archaeological approved methods – to allow future investigations). Trees should not be added to avoid impeding the view of Lake Michigan and the use of this park.

Gull Harbor Nature Preserve: Plan: It is recommended that an organization like the Little Traverse Conservancy be invited to help review the park and recommend infrastructure improvements to create an optimal park, including appropriate signing (that can withstand high water, winds, and ice) describing the geological condition of the park and its use as well as identify when the entire park and road are closed due to high water – and proper signage is placed. It is possible that boulders may need to be used to separate some portions of the pond(s) from the road. A parking area may be needed, along with a bird/dark sky viewing platform. The hiking trail can be improved. We have an obligation to place the MNRTF funding sign at this preserve. **NOT YET REVIEWED BY PW**

Community/Park Planning

Goal: Make the township parks in the area accessible, diverse, and welcoming.

Heritage Park:

Tennis Court:

Donegal Bay Road Bike Path: 1/15/24: Given the age of this path, its resurfacing should be considered during the island's 2025-2026 bundled construction project.

St James Township Campground: 1/15/24: A bath house should be constructed when the funds are available.

Proposed Donegal Bay Road Bike Path Extension: 1/10/24: The township board approved a contract to arrange a preliminary engineering study to understand the location, cost, and funding sources for constructing this new bike path as part of the island's 2025-2026 bundled construction project. The grading work should be completed in 2025 and the paving in 2026.

Proposed Font Lake Birding Park: 1/15/24: The township could construct a three-car gravel parking lot adjacent to Font View Ct and with volunteers, remove trees, build a wood chip trail, and construct a 20' by 10' (or so) platform next to Font Lake to serve as a viewing platform (birding/dark sky). Signage needed. The township board needs to approve the name of Blue Heron Park. **Priority #1.**

Two vacant parcels on Lake Michigan: 1/15/24: The township awaits confirmation of using either of these parcels to land the fiber on the island by PFN. If these parcels are not used by the PFN, then the township is required to open them to the public with a sign stating this use. Parcel 18 has portions of a path along the county ditch located along the south property line of the parcel. Signage is needed. 1/25/24: PSJA to consider this plan at their 2/19/24 meeting.

Sunset Beach: 1/15/24: Refer to the bike path construction. Consideration should be made to convert the parallel parking lane into angled parking thereby increasing the number of parking spaces. A bike station should be constructed on the lakeside of the parking area to site and store all bikes with one trail to the south and then west connecting the bike path to Lake Michigan. Interpretive signs can be placed here (or with PSJA permission, at the Pavilion) to discuss the natural resource value of Donegal Bay and its beach as well as the critical sand dunes and vegetation in this area.

Mt Pisgah Park:

Traffic and Parking Planning

1/15/24: PW agreed to have the county engineer or hire a traffic engineer using annual CCRC project funds (\$25,000) to investigate traffic and parking improvements throughout the town area.

1/16/24: Tim McQueer (BIBCo) agreed with plan to have only right turns off the BI Dock (at each driveway).

1/23/24: Charlevoix County Road Commission –

- a. Temporary Traffic Control Orders can be prepared for seasonal no-parking zones.
- b. CCRC will have their engineering firm (Wade-Trim) look at traffic issues on Main St. including traffic patterns and parking issues (including handicap parking).
- c. CCRC annual \$25,000 payment to townships can only be used for road construction (and can be \$50,000 with one roll-over year).
- d. CCRC will begin, at their cost, the preliminary engineering for Freesoil (construction paid by SJ Township) and Maple (construction paid by others). They will prepare the PE for paving one mile of a County Primary Gravel Road.
- e. CCRC to provide the township the three easement documents (for proposed bike path) prepared/sent to them by Barron Title in January 2023.

Township Sewer/Septic System/Water Wells

Township Sewer: Reference 4/20/23 F&V's Report on Sewer; Action: VF/BW create updated CIP for PW consideration

Septic Systems Reference: Proper Septic System Maintenance: A Guide for Michigan Homeowners shared with PW.

1/15/24: MDP is developing a Northern Islander Septic Tank Communication and is considering T-O-T investigation/pumping ordinance. PW requested Pam G participate in a future meeting.

1/16/24: Pam G agreed to participate in an upcoming PW meeting and suggested that officials from the Tip of the Mitt be asked to join a future meeting.

Water Wells:

1/15/24: BW to check with NW MI Health Department about well checks.

Actions by Others

Blight Management

Reference: 12/22/23 Blight Report by RRS for Waste Management Committee

1/15/24: Create Island Blight Committee: BW to discuss with MDP the need for a 5- to 6-member Island Blight Committee with some township govt reps and citizen reps; Craig P and Paul C for St James Twp; Andy S for Peaine; Lisa Frenz + 1 more citizen to be named. Bob Marsh should be involved as TS/RC solutions are considered.

1/16/24: Peaine agrees with need for committee but needs Bylaws; therefore, BW will approach BIA to request their oversight of this work pending recommendations to the two township boards.

1/25/24: Kick off meeting with Blight Team under guidance of BIA – pending their board approval at their next meeting on 2/20/24. Grand Traverse Tribe grant for Kenwabikise Property to Sheriff's Dept at \$20,000 (reaching out to C Harris). Focus is on creating a strategic plan plus actions that addresses:

- a. how to assist the taxpayer with solutions,
- b. addressing the legacy properties,
- c. updating both township's nuisance ordinances to blight ordinances,
- d. identifying sites (validating the survey results), and
- e. seeking out small wins, starting with the Kenwabikise Property/Tribal Grant.

Housing

Affordable Housing

Document: Housing Market Analysis for Beaver Island, November 2023

Action on 1/15/24: BIA Housing Taskforce next meets on 2/1/24; Greg Larson is Taskforce Lead; Taskforce is investigating the proper entity to manage affordable housing.

2/1/24: (next meeting)

Smaller home ordinance (SJPC):

Action on 1/9/24: Mark Engelsman will take the lead.

Short-term Housing (Twp Boards):

Action on 1/15/24: MDP, BW, PC arranged a Listening Session for Feb 6 at 10 am and 6 pm.