



PUBLIC WORKS, SAFETY, AND HEALTH COMMITTEE
ST JAMES TOWNSHIP, BEAVER ISLAND,
CHARLEVOIX COUNTY, MICHIGAN
SPECIAL MEETING FOR TUESDAY, NOVEMBER 29, 2022
9:30 AM @ the Bodega

Meeting Minutes

PRESENT: P. Cole, V. Fingerroot, B. Welke, S. Harris

1. Welcome and input on agenda revisions: Placement of Christmas lights added to agenda
2. Preparing for Emergencies and Island Safety & Health Advisory Committee: Both documents were reviewed, and agreement was made to move them forward to the Board for review and approval. In addition, a document, "Beaver Island Electrical Service" was shared to understand how the electrical system works on the island.
3. Recreation Plan Update Work Proposal – Deadline for 2/1/23 update: Discussion regarding the proposal from F&V regarding the schedule and expectations for this project was covered. It was agreed that this proposal would go to the full board for approval.
4. Harbor, Parks, and Recreation Committee: D McDonough and H Vigil volunteered to be on this committee; P Cole would like to be on this committee as well. The committee was informed that C Pryor needs to be on the committee as well, to represent the lighthouse subcommittee. An additional member is Mindy Milos-Dale (owner at Bonner's Landing and P&R Director for a downstate township). J Flanagan will be contacted to determine the PSJA member.
5. Contracts: Engineer, B. Maudrie: The contract for F&V firm to prepare the Parks & Recreation Plan Update was presented/discussed and agreement to move it to the full board. It was agreed that B Welke is to review B Maudrie 2022 contract and prepare a new 2023 contract.
6. Affordable and Workforce Housing Update: A survey is being prepared for the community to provide input on their perspective of this housing need. It will go out via email lists with those without easy email survey practice to be surveyed at the Community Center. After the results are organized, a public forum will be held to share the results/gain additional input.
7. Waste Management Update: Information continues to be collected regarding possible improvements to recycling returnable bottles/can. B Welke will be off island for the holiday period unable to host the regular December meeting, a special meeting will try to be held though there are scheduling conflicts throughout December.
8. Capital Contracting Management Processes: B Welke proposed to create a capital contract management policy and a guide this winter to help manage future capital projects.
9. Other agenda items to become before this committee
 - a. Placement of Christmas lights in the downtowns area including at the pocket parks. D McDonough discussed plans for placing Holiday decorations through town in collaboration with others, including Peaine Township. In future years, we should budget for the Christmas Tree to be decorated via contracted personnel.