

**DRAFT Minutes of St. James Township Public Hearing for 2017 Sewer Rate Study
St. James Township Hall – 37735 Michigan Avenue – Beaver Island MI 49782
November 1, 2017 - 7:00 p.m.**

Members Present: Kathleen McNamara, Alice Belfy, Diane McDonough, Travis Martin, Jeff Powers.
Members Absent: None

Sewer Rate Study - K. McNamara opened the floor to receive testimony on the Draft 2017 Sewer Rate Study at 7:00 p.m. She asked if there were any comments, questions or testimony. Audience member asked how the amount each property is charged is decided. Kitty explained the formula used. As there were no further comments, the hearing was closed at 7:05 p.m.

**St. James Township Regular Board Meeting Minutes
St. James Township Hall – 37735 Michigan Avenue – Beaver Island MI 49782
November 1, 2017 at 7:05 p.m.**

Members Present: Kathleen McNamara, Alice Belfy, Diane McDonough, Travis Martin, Jeff Powers.
Members Absent: None

Approval of Minutes - Kitty asked the following to be changed to the October 4, 2017 minutes: change “annual meeting” to “public hearing.”

Kitty asked that the adopted board goals be attached to the October 4, 2017, minutes. Motion by K. McNamara to approve the Oct. 4, 2017 minutes with the two above changes, 2nd (T M), motion approved unanimously.

Approval of Finance Report - Motion by K.McNamara to approve the Finance Report, 2nd (DM), motion approved unanimously.

Budget Development – Kitty asked board members which funds they would prefer to work on with her. General Fund – Alice Belfy, Road – Travis Martin, Dock – Diane McDonough, Sewer – Jeff Powers.

Municipal Dock – Approximately \$45,000 in dockage fees have been realized to date for the 2017 boating season – slightly under the budgeted estimate of \$50,000. Expenditures to date are approximately \$44,000. Salaries totaled \$18,000, while \$26,000 had been in the budget.

Election Committee – Clerk reported that St. James Election Inspectors received training on new voting equipment.

Public Words Committee – There have been no reported accidents on the S-curve for the last five years. The Donegal Bay Road project is half done. R. Gillespie intends to do more work on the road this fall, weather permitting. If it does not permit, then it will be completed in the spring. There will be a future discussion regarding gravel.

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Recreation Plan Update – Patrick Cull submitted a grant a few weeks ago to the Charlevoix County Community Foundation for assistance in funding a St. James Township Recreation Plan and should hear back later this month. Patrick and Alice Belfy also met with the Water Trails group for an informational meeting on October 16, 2017, at the B. I. District Library.

Seal Coating Quote for Bike Path – The Airport Commission met October 28, 2017. Supervisor McNamara will contact the company that will be doing the airport seal coating for a quote on sealing the bike trail. The Commission has long-term capital outlay plans to pave some of the runway and the township board will keep this in mind in case there are township paving projects in the future.

Correspondence – Joe Reed from the BI Tennis Association sent a quote for redoing the tennis courts. He is requesting \$6,000 from each township and \$10,000 from donations the BI Tennis Association has received. The last time the courts were done was 2003. Kitty will let him know that the board will keep this in mind when developing next year's budget.

Snow Removal Bid – Motion by Alice Belfy to hire Jean's Lawn Service for this year's snow removal, 2nd (DM), motion approved unanimously.

Board of Review Dates – Motion was made by K. McNamara to set the date of December 13, 2017, as the Board of Review Date, 2nd (AB). Motion approved unanimously. The meeting will be at 10:00 a.m. at the Governmental Center.

Fireworks Bid - Kitty would like board input and someone to help evaluate bids. Jeff Powers is willing to do that. The goal is to make a decision by January.

Board Goals – Kitty had reached out to Kevin Boyle regarding the broadband internet, but has not received any information. She will follow up on this, as well as contact AT&T.

Supervisor's Report – Alice Belfy will be attending an Accounting & Payroll Workshop November 14 in St. Ignace; Kitty McNamara is attending "Policy Matters: Using Board and Administrative Polices to Manage your Township," December 6 in Gaylord. Michigan Township Association is sponsoring both trainings.

Zoning Permits - There have been 23 zoning permits issued since March 2017 – but only one for new construction.

Burton Property -The Zoning Administrator and Planning Commission will notify Burton's of their non-compliance with respect to their new construction on Freesoil Road. Zoning Permit was approved for a one family residence in a R-2 District. The Zoning Ordinance is posted on the township website.

Lighthouse Project - The lighthouse project architect was pleased with the outcome and will be sending information regarding paint and ventilation.

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Township Consolidation - Travis Martin asked about the number of board members on a new board, should the two townships consolidate. Kitty explained that all general law townships have five member boards, according to Michigan law. Kitty will check with Pete Plastrik to see if he has any public meetings planned.

Meeting to adjourn (KM), 2nd (DM), motion approved unanimously. Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Connie Boyle, St. James Township Deputy Clerk
COUNTY OF CHARLEVOIX

DRAFT