

DRAFT Minutes of February 7, 2018, Regular St James Township Board Meeting
St James Township Hall – 37735 Michigan Ave Beaver Island MI 49782

Present	Kathleen McNamara, Alice Belfy, Diane McDonough and Travis Martin			
Absent	Jeff Powers			
Others	Joe Moore Elaine West Julie Gillespie	Patrick Cull Donna Kubic Sheri Richards	Pam Grassmick Colleen Martin Connie Wojan	Mark Engelsman Vicki Matela
Call to Order	Supervisor McNamara called to order the February 7, 2018, St James Township Board Meeting at 7:00 p.m.			
Additions/Changes	No changes or additions were made to the agenda.			
Minutes	Moved by McNamara, supported by McDonough, to approve the minutes of the January 3, 2018, Regular St James Township Board Meeting as presented. Motion carried.			
Finance Report	Moved by Martin, supported by Belfy, to approve the monthly payments as presented. Motion carried. Moved by McNamara, supported by Belfy, to approve St. James Township Resolution # 2018.02.07.05 – Resolution to Establish Payment to BIESA in Lieu of EMS Millage. Yeas: Belfy, Martin, McNamara, McDonough. Nays: None. Motion carried – unanimously. McNamara reviewed proposed draft 2018-2019 General Fund Budget, noting Peaine Township sharing equally in the costs of resurfacing the tennis/pickle ball court.			
Waterways Trail	Pam Grassmick and Mark Engelsman reported that Beaver Island’s Waterways Trail will be going live very shortly on the State’s website, brochures are ready for printing, and site work and signage will be on-going with a formal agreement between the Trails Association and the townships as part of the site implementation plan.			
Sewer System Engineer of Record	Due to the retirement of Maureen Turner as the township’s sewer use system engineer/consultant, it was moved by McNamara and supported by McDonough, to request a proposal from Performance Engineering (Charlevoix, MI), as the township’s sewer system engineer of record. Motion carried.			
Work on Deputy Residence	Estimated costs for areas identified as needing attention at the Deputy’s residence fall below the threshold necessary for bids.			

- Rec Plan Update Patrick Cull discussed Recreation Update, and DNR grant meeting in St Ignace he and Supervisor McNamara attended. The Public Hearing for public comment has been scheduled for 7:00 p.m. on Monday, February 12, 2018. April 1, 2018, is the deadline for grant applications.
- 4th of July Fireworks Moved by McNamara, supported by Belfy, to approve Wolverine Fireworks' bid of \$8,000.00 as the township's 2018 4th of July Fireworks Vendor. Motion carried.
- Set Date for Annual Meeting Moved by Belfy, supported by Martin, to set Saturday, March 24, 2018, at 11:00 a.m. at the St. James Township Hall, as the date, time, and place for this year's Annual Meeting. Motion carried.
- Salary Resolutions Moved by McNamara, supported by Martin, to approve the following 2018-19 salary resolutions:
1. St. James Township Resolution # 2018.02.07.01 – Resolution to establish St. James Township Supervisor Salary for 2018-19, in the amount of \$15,900.00.
 2. St. James Township Resolution # 2018.02.07.02 – Resolution to establish St. James Township Clerk Salary for 2018-19, in the amount of \$16,000.00.
 3. St. James Township Resolution # 2018-02.07.03 – Resolution to establish St. James Township Treasurer Salary for 2018-19, in the amount of \$15,000.00
 4. St. James Township Resolution # 2018.02.07.04 – Resolution to establish St. James Township Trustees' Salary for 2018-19, in the amount of \$5,200.00.
- Ayes: McNamara, McDonough, Martin, Belfy.
Nays: None
- Motion carried – unanimously.
- Board Goals Update
1. Recreation – reported above.
 2. Broadband Internet – nothing to report.
 3. Blight – nothing to report.
- Supervisor's Report Supervisor will be attending at least some of Michigan Township Association's (MTA) Annual Conference this April in 2018, and encourages other board members to attend as well. Peaine Township will share the costs of Rick Speck's attendance at a recent Zoning Administrator Certification program. One individual has submitted a qualifying petition to be elected to the St. James Township Coordinating Committee at the May 8, 2018, election. Clerk Alice Belfy has appointed Julie Gillespie as her Deputy Clerk due to the resignation of Connie Boyle. March Board of Review dates are as follows: Monday, March 12, 2108, from 3:00 p.m. to 9:00 p.m. and Wednesday, March 14, 2018, from 9:00 a.m. until 3:00 p.m. CMU Biological Station has indicated that they will not want a seasonal slip this year at the Muncipal Dock.

Public Comment Connie Wojan requested maintenance for the bike path. Wojan would like to see the township utilize the company who will be doing the crack and sealing this year at the township airport and also recommends removing small trees near the edge of the path. Joe Moore reported faster internet service from TDS.

Deputy Clerk
Compensation Moved by McNamara, supported by McDonough, to set the Deputy Clerk's monthly salary at \$200.00. Motion carried.

Adjournment Moved by McDonough to adjourn at 8:00 p.m.

Respectfully submitted

Julie Gillespie, Deputy Clerk
St. James Township, COUNTY OF CHARLEVOIX

Attachments

- (1) Resolution # 2018-02.07.05 – to Establish Payment to BIESA in Lieu of EMS Millage
- (2) St. James Township Resolution # 2018.02.07.01 – Resolution to establish St. James Township Supervisor Salary for 2018-19, in the amount of \$15,900.00.
- (3) St. James Township Resolution # 2018.02.07.02 – Resolution to establish St. James Township Clerk Salary for 2018-19, in the amount of \$16,000.00.
- (4) St. James Township Resolution # 2018-02.07.03 – Resolution to establish St. James Township Treasurer Salary for 2018-19, in the amount of \$15,000.00
- (5) St. James Township Resolution # 2018.02.07.04 – Resolution to establish St. James Township Trustees' Salary for 2018-19, in the amount of \$5,200.00.