

Supervisor Bill Haggard called the regular meeting of the St. James Township Board to order at 7:00pm on May 7, 2014. Also present were Jim Wojan, Don Tritsch, Rick Speck, and Jean Wierenga.

Motion by Wojan and seconded by Tritsch to approve the minutes of the April 2, 2014 meeting as written. Motion carried.

Motion by Wojan and seconded by Tritsch to approve the minutes of the April 28, 2014 meeting as written. Motion carried.

The schedule of payments was presented. The salaries of the deputies(Supervisor, clerk, and treasurer) were questioned as having been doubled in the budget without board approval. Normal increase in township for anyone is 3% with board approval. Brief discussion followed with motion by Haggard and seconded by Wojan to approve the increase. Motion carried. Wierenga against.

Reports:

1. Public Restrooms – John McCafferty Construction to do upgrade and Mark LaFrienere to do painting. Estimated cost \$8,000.
2. Campground Outhouse – Nothing definite at this time
3. Governmental Building – Waiting for engineer cost estimate for parking lot.
4. Yacht Dock – Nothing definite whether to post bids for roof on Harbormaster building and to include windows for Governmental Building in same bid.
5. Fire Hall Repairs – Fire Chief McDonough to have plans ready for June meeting for repairs to fire hall In town.
6. Generator – Generator located at fire hall in town needs to be hooked up.
7. Gravel Prices - Gravel price from Charlevoix County Road Commission will cost \$9.25 a ton.
8. Donegal Bay Road – If Township purchases gravel, County will put it down.
9. Sewer Repairs – Engineer coming to Island soon to assess the problems with sewer and hopefully come up with a plan to not freeze again.
10. Emergency Services Authority – Agreement drawn up in 2002 but never implemented. Township Supervisor's met to review and update agreement. Haggard recommends Rick Speck be appointed Work with Bill Kohls on the agreement and come up with set plans then come to boards for approval Motion by Haggard and seconded by Wierenga to appoint Speck to work with Bill Kohls. Motion carried. Peaine Twp will need to appoint Kohls at their next meeting and for the time being the two men will be the board. More members will be appointed in the future.
11. EMS Staffing: Will be addressed under new business
12. Tribal Grant: Letter sent
13. Township Hall Improvements: On hold at this time.
14. WMC: Roll off truck located for \$16,000.

Other: Verizon approves radio station to put equipment on Peaine Tower.

B.I. Association: No one at meeting to discuss the birding signs to be placed all over Island.

A permit is needed for these signs, plus permission from property owners needed. Any signs To be placed on Township property must have approval from the board first.

Old Business:

Zoning Administrator Appointment: Two letters of interest received and read, from Rick Speck and Steve Boyle. Even though Speck is a Trustee, Township law allows for him to hold both positions. Motion by Wierenga and seconded by Tritsch to appoint Rick Speck as Zoning Administrator. Motion carried. Speck abstained.

New Business:

Adopt Policy and Procedure for Public Inspection and Copying of Public Records: Motion by Wojan to adopt the policy and seconded by Speck. Motion carried.

Purchase Upgraded Assessing Software Program for Township Assessor: Total cost of the software is \$2,800, with the option from BS&A Assessing to pay over a two year period. Motion by Wierenga and seconded by Haggard to purchase the software and pay over a 2 year period. Motion carried.

Request by Human Services Commission for Assistance with applying for a grant for a hearing assist device: HSC is proposing this equipment to be placed in the Community Center. Motion by Speck to support collaboration on grant for hearing device and seconded by Tritsch. Motion carried.

Dangerous Structure Ordinance Letter: Board recommends a 30 day response from property owner rather than the 7 day suggested in the draft letter from the attorney. With the letter a copy of the ordinance with the wording highlighting the specific issue with the property owner. Motion by Wierenga and seconded by Wojan to appoint Haggard as the elected official to sign the letter. Motion carried.

Approval of EMS Director: Motion by Wojan and seconded by Wierenga to appoint Rachel Chamenoy as EMS Director. Motion carried.

Grounds Maintenance Approval: Insurance coverage paperwork and Affidavit presented for upcoming season by Jean Wierenga, Jean's Lawn Service. Pricing same as last year. Motion by Haggard and seconded by Wojan to approve Jean's Lawn Service. Motion carried. Wierenga abstained.

Landscape Maintenance Approval: No price sheet included with letter from Pam O'Brien to take care of the pocket parks and Paradise Park downtown, but clerk will contact O'Brien for that information. Motion by Wierenga and seconded by Haggard to approve O'Brien. Motion carried.

Post for Library Board opening:

Public Comment:

Questions asked regarding road paving in several locations. No one has come to the board to discuss paving and it was made clear the board does not rely on Facebook and Forum for information.

A stop sign at the corner of Lake Dr. and Maple St. was discussed last year, but nothing done, so a reminder to Supervisor to follow up with the CCRC on getting that sign in place.

Motion by Wojan and seconded by Haggard to adjourn meeting at 9:05pm. Motion carried.

Respectfully submitted,
Jean Wierenga, Clerk

