

Supervisor Bill Haggard called the regular meeting of the St. James Township Board to order at 7:00pm on January 7, 2015. Also present were Jim Wojan, Kitty McNamara, Rick Speck and Jean Wierenga.

The meeting opened with the Pledge of Allegiance.

Motion by Wojan and seconded by McNamara to approve the minutes of the December 3, 2014 meeting as written. Motion carried.

Motion by Wojan and seconded by Haggard to approve the schedule of payments. Motion carried.

Correspondence: Letter read from Rachel Champenoy announcing her retirement as Director of the EMS, effective date February 8, 2015. Former interim Director Vince Pickard will be asked if he will again take the position.

Reports:

EMS Authority: Nothing new to report. It is suggested the additional board members be selected now to help work out the details of the authority. Motion by McNamara to approve posting for one member from St. James Township to serve on authority, with letter of interest to be in by February 1, 2015. Motion seconded by Haggard. Motion carried

Dangerous Structures Letters: More information by next meeting.

Transfer Station: No report

Status of Sewer Repair: Insulation of line at the resale shop completed, with final work to be done in the spring.

Status of Snowplowing: Still unsatisfactory work being done.

Old Business:

Amend Fire Department Budget: Nothing to be done this month

New Business:

FOIA Coordinator Resignation: Motion by Haggard and seconded by Wojan to accept the resignation of Jean Wierenga as FOIA Coordinator. Motion carried. Wierenga abstained

FOIA Coordinator Appointment: Motion by Wierenga and seconded by Haggard to appoint Kitty McNamara as temporary FOIA Coordinator. Motion carried.

Board of Review Re-appointments:

Motion by Haggard and seconded by Wojan to re-appoint Ed Troutman and Bob Tidmore to the St. James Township Board of Review. Motion carried.

Appoint New Board of Review Member:

Position for new Board of Review member will be posted.

Approve re-opening "2001 Special Assessment Bond Debt Retirement Fund" and approve title change on current sewer checks from "Sewer Bond Fund" to "Sewer Use Fund". Motion by McNamara and seconded by Wojan to establish these two funds, re-open one and change heading on the other. Motion carried.

Discuss time schedule for items to be into Supervisor or Clerk for Agenda each month: Items for the agenda must be in the Friday before next regularly scheduled board meeting. Agenda will then be posted by the Monday before scheduled board meeting. Motion by Wojan and seconded by Wierenga to approve new schedule. Motion carried.

Plan work session for board members:

On January 16th a special meeting is being planned to meet with accountant to go over audit, and the work session to follow.

Verizon has submitted documentation to add three small boxes on the same tower on Donegal Bay Road they already have their antenna's on. This request was submitted to Township attorney for review and he is satisfied with their request. To date all paperwork has gone to Wojan and he will be notifying Verizon that all future issues go thru Supervisor. Motion by Wierenga to approve Supervisor to sign documents and seconded by Wojan. Motion carried.

Board Comment: The Township website needs updating, so board requesting McNamara contact Krys Lyle about doing future updating for St. James Township.

Motion by Wojan and seconded by Haggard to adjourn meeting at 8pm. Motion carried.

Respectfully submitted,
Jean Wierenga, Clerk
St. James Township