

**ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN**

**SPECIAL BOARD MEETING AGENDA FOR NOVEMBER 10, 2022, AT 5:30 PM**

**ST JAMES TOWNSHIP HALL**

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| APPROX.TIME | **AGENDA ITEM** |
| 5:30 | **Welcome:** Call to order, Pledge of allegiance, Board/public **input** on agenda revisions |
| 5:35 | **Minutes:** Review, revise, **approve** minutes of Regular Board Meeting of October 11, 2022, and Special Board Meeting of November 1, 2022. |
| 5:405:50  6:106:306:50 | **Emergency Management** discussion regarding the recent power outage.**Finance and Administration Committee Report:** 1. **Review and discuss** Monthly Finance Report/Banking Status (Handout)
2. **Review and discuss payments:**
	1. **Information only:** The final septic tank pump out amounted to a three-day operation of 28,700 gallons pumped out at a cost of $17,220. No motion is needed as last month’s motion suffices.
	2. **Regular payments** as shared by the clerk.

**Accept** Monthly Finance Report/Banking Statusand **Approve** via a motion to cover the payments1. **Information:** ESA Report: Received $22,316 in EMS payments in October.
2. **Administration:**
	1. **Hiring an Assessor:** As previously shared, the County is not in a position to perform this work. We had three new candidates submit letters of interest on/by 11/4/22. It is recommended that the township consider a hiring recommendation to be presented at the board meeting.

**Public Works, Health, and Safety (Public Works+) Committee Report:** **Resolutions or motions are needed for each of the non-information items**1. Marina Report
2. Campground Report
3. Sewer Report
4. Request to use property at the Restroom Park for a volunteer built and operated temporary ice-rink **discussion/action**
5. Engineer of Record **discussion/action**

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| **Correspondence/Updates/Island Committee Reports:** 1. **Planning Commission/TIS** **Update:** Planning Commission Assistant andTIS Administrator’s report – See attached year-end TIS report. PC work is continuing on from work outlined in the previous month’s report.
2. **Island Committee Updates**: Airport Commission, Beaver Island Community Development Corp., Rural Health Center, Telecommunications, Waste Management,
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| **Other Action Items:** 1. **Recommend new Planning Commission members**: Robert Cole is recommended to join the St James Planning Commission to become the seventh member of the seven-member commission. He has the skills and interest to perform in the role of the Recording Secretary, something the PC will consider. A motion is needed.
2. **Recommend** the township **serves as the fiduciary** of the “Forest Exclosure” to be built at the Campground via a **grant from CCCF**.
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| 7:00 | **Supervisor’s Report:** **Public Comments:** Each comment is to be restricted to 3 minutes.**Adjourn** via a motion**Draft Motions of Possible Items that need Motions/Resolutions**Regular October 11, 2022 and Special November 1, 2022 Board Meeting Minutes: Motion made by \_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_ to approve the October 11, 2022 and November 1, 2022 meeting minutes as discussed. Motion passed by \_\_\_\_\_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_\_\_\_\_\_.Payments: Motion made by \_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_ to make regular monthly payments. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_.Assessor: Motion made by \_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_ to authorize the contracting with \_\_\_\_\_\_\_\_\_\_\_\_\_\_ to perform St James Township’s assessor duties. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_.Temporary Ice-Rink: Motion to allow the Restroom Park land to be used for a volunteer built and operated temporary ice rink. Motion passed by \_\_\_\_\_\_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_,Engineer of Record: Motion to select Fleis & Vandenbrink to become St James Township’s Engineer of Record. Motion passed by \_\_\_\_\_\_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_,Planning Commission: Motion to appoint Robert Cole as a member of the St James Planning Commission. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_.Grant Fiduciary: Motion for St James Township serve as the fiduciary of the “Forest Exclosure” project as funded via a grant from CCCF. Motion passed by \_\_\_\_\_ or Motion failed \_\_\_\_\_\_\_\_. |