

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

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

**ST JAMES TOWNSHIP HALL**

|  |  |
| --- | --- |
| 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. |
| 5:40  5:50      6:10  6:30  6:50 | **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 payments   1. **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**  |  | | --- | | **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, | | **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**. | |
| 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 \_\_\_\_\_\_\_\_. |