



Beaver Island
Michigan

Supervisor's Lens

Notes to Township Board Members from Supervisor Kathleen McNamara

DECEMBER 1, 2020

VOLUME 5, NUMBER 10

SJTGC = St James
Township
Governmental
Center
SJTH = St James
Township Hall



Wednesday
December 2 @
5:30PM @ **SJTH**
Virtual **Regular
Board Meeting**

**St James
Township
Board**

Tuesday
December 15
**BOARD OF
REVIEW**

Tuesday
December 15 @
7:00PM @ **Virtual
Special Board
Meeting**

**St James
Township Board
&
Peaine
Township Board**

Finance

Included in this board packet is the monthly finance report and minutes from the September 28th Finance Committee meeting. At the meeting, the committee reviewed 3 proposals for new fund accounting and payroll software as presented by the clerk. At the December meeting, Clerk Gillespie will share further information about the choices and make a final recommendation to the board. The clerk will send the monthly **Standard Budget Report** which shows adopted budget revenue and expenditure categories compared to what has been received and spent each month. The standard budget report reflects current expenditures compared to the budget as amended at the September 2, 2020 regular board meeting. The clerk will email a copy to board members. She will also forward a copy of the bills for payment – please contact her if you have questions about the bills. At the meeting I will review the Budget Planning Process for 2021 which is based upon planning sessions in December and January.

Covid-19 Plan

I am attaching a copy of the township's Covid-19 Preparedness and Response Plan. If you get a chance to review it, please do so. We should amend the plan to appoint a new workplace coordinator as the original plan designated then-deputy clerk Jessica Anderson in that role. We definitely had to use the plan and refer to it during the recent surge in Covid-19 cases. At the meeting, I will share some of the positives and challenges related with implementation of the plan.

Update on Marina Infrastructure Projects - North and South

Work by Northern Woodcraft, Inc. (JAW Foundation Project Manager)

- Fuel Pier – work is halted pending Archeological Study per the US Army Corps of Engineers. A crew from RESCOM Environmental Corp. of Petoskey will be on the island from November 14 – 16th to do the field work necessary to complete the required Phase 1 Archeological Study. This archeological study should be submitted to the state on December 4, 2020.
- Marina Office – drawings for replacement building are completed and have been approved by the planning commission. Lowell Eastman will ship materials to the Island before the boat quits running and will work on the project over the winter.
- Bathhouse Renovation – drawings are completed and include two public restrooms, new siding, roof, windows and water heating system. Work has already begun on this project and materials are on their way to complete the project this winter.

Waterways Commission Grant

- North Marina – see fuel pier notes above. Electrical upgrade (funded in part with grant and in part by JAW Foundation) is almost complete and Darrell Butler will get the bubblers operational.
- South Marina – electrical work by Shoreline Power is completed!

Wednesday
December 16 @
11:00AM @
SJTGC **Public**
Works
Committee



Thursday
December 17 @
4:30PM BI
Telecommunications
Committee



Monday
December 28 @
1:00PM @ SJTGC
Finance
Committee
Meeting



Stein Rezoning of Parcel #013-223-026-00 from R1 to R2

Per our zoning ordinance a request for change in zoning goes through a certain process:

1. the landowner makes request via an application
2. the township planning commission holds a public hearing and makes a recommendation (September 1, 2020)
3. the county planning commission reviews for compliance with ordinance and makes a recommendation (October 8, 2020)
4. the township board reviews and makes a recommendation and passes an ordinance change
5. Ordinance change is published and makes the rezoning official

I have attached the application, the township planning commission minutes and the county planning commission review documents. I see no reason why the township board would not approve this change and as such, I will have an official ordinance drafted for the board to review on December 2, 2020.

Annual Sewer Rate Study Report

Included in this board packet is a memo from the township engineering firm: The 2020 Sewer Rate Study Report. I recommend adoption of the 2020 Sewer Rate Study Report as presented and which includes a cost of living allowance of 1.2%, a sewer rate increase of \$.50 per REU, bringing the cost to \$42.50 per REU. The report reflects that a user rate of \$42.50/month is consistent, if not low, compared to the surrounding communities. St. James is different, in that users pay a flat fee instead of a base fee plus gallons used. However, if we assume a typical REU value of 5,000 gallons per month the sewer rates for the surrounding communities range from \$33/month to \$69/month.

Board Goals

At the November board meeting, the board provided input and reached consensus to move forward with a Plan for Elimination of Metal Items. McNamara will share this with the new Peaine Township supervisor.

A VERY MERRY
CHRISTMAS
and Happy New Year!

Thanks:

Cole Brothers for putting up the decorations!!

Darrell Butler & Jim Wojan for lighting the town Christmas Tree!!