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**IRON ORE HERITAGE RECREATION AUTHORITY
BOARD MEETING MINUTES of NOVEMBER 28, 2018**

DRAFT MINUTES

1. ROLL CALL – Don Britton, Chocolay; Nick Leach, Marquette; Glenn Johnson, Marquette Township; Al Reynolds, Negaunee Township; Jim Thomas, Negaunee; Larry Bussone, Ishpeming; Dawn Hoffman, Tilden Township; Jim Brennan; Republic Township; Lauren Luce, Marquette County
Staff: Carol Fulsher
Guests: Mike Lempinen, Rob Katona
2. PUBLIC COMMENT ( Agenda Items – Limit to three minutes) – No public comment
3. APPROVAL OF CONSENT AGENDA - **Hoffman motioned to approve consent agenda; Reynolds seconded motion.** Consent included October balance sheet showing total assets of $557,598, total liabilities of $135,286 and total equity of $422,312; October profit and loss showing October net income of (9,026) and YTD of $195,619; Q4 budget v actual showing net income at 61%, YTD at 110%; October general ledger showing check 2170 through 2184 and November bills to be paid totaling$9715. **Vote and motion carried unanimously.**
4. APPROVAL OF AGENDA – **Britton motioned to approve agenda as presented: Johnson seconded motion. Vote and motion carried unanimously**.
5. OLD BUSINESS
A. Michigan Grant Updates
	* 1. Trust Fund TF17-0008 Weather Shelters/Fishing Piers – Plans s/b sent to DNR grant reviewer in December for approval.
		2. Lighting TF18-0072 - Received an additional 40 points and scored 350.
		3. 492/35 Trailhead Purchase & Upgrades TF18-0032 – Received an additional 40 points and scored 340. Final score rankings and announcements to come in December.
	1. Carp River Kilns Project
		1. MCACA Grant & MPAC recommendations – Fulsher reviewed plans for Carp River kiln restoration and timeline. Discussed art project with Marquette Public Art Committee and received two ideas: lighting to represent the kiln burning and/or drawings/panels to showcase historic depiction of area. **Britton motioned to send out Request for Proposals to artists rather than RFQ’s; Brennan seconded motion. Vote and motion carries unanimously.**
		2. Tree removal and fill bid – Fulsher noted that tree services in area don’t have equipment to pull stumps. Advised we excavate. Britton has volunteered to do that with rental equipment. We will cut one big tree down to 8 feet and have one quote of $675. Veridea may be source of fill since they plan on Phase II across the highway. Will contact them in spring.
		3. Other Grants: Weyerhauser, Wisconsin Energy, MEDC Public Spaces/Community Places Patronicity- Grant requests submitted in October to Weyerhauser and Wisconsin Energy for $10K each. Should hear by January on both of them. Also talked to MEDC about the Public space/crowdfunding program and we will need to start planning for that. Will need a video to tell our story of why funds are needed.
	2. Pure Michigan Trail – Application submitted before November 1. Expect to hear from DNR in December.
	3. Maintenance Items List – List is in packet. The washout in Negaunee Township by ledgeway did not get done before snow fell. We will finish in 2019.

 V. NEW BUSINESS

1. November 7 Executive Board Meeting Minutes – In your packet to showcase discussion on 2019 budget and Kiln project.
2. 2019 Draft Budget – Fulsher reviewed the 2019 budget. Major projects include Carp River kiln restoration/artwork; fishing piers/weather shelters, two trailhead development projects (Negaunee, Republic), one trailhead purchase of property; ORV trail work, and several maintenance projects. Income includes tax revenues, ORV grant, Trust Fund grant for weather shelters and Negaunee Twp trailhead purchase, MCACA grant for artwork and Shiras Institute of $5000. Did not include other grants at this time. Fund balance of $372,000. Total income of $565,145; total expenses of 718,547 for net income of ($153,402) leaving a fund balance of $218,598. Reason for net income being negative is 2018 projects pushed into 2019. **Brennan motioned to approve the 2019 budget as presented: Hoffman seconded motion. Vote and motion carried unanimously.**
3. Purchasing Policy Changes **– Leach motioned to approve new purchasing policy dated November 28, 2018. Britton seconded motion**. Changes include: Limit purchse of good or services in amount of $5K or less by Administrator authorization; Purchase of goods/servies from $5000.01 to $10,000 by written quotes, and anything over $10,000.01 by written, sealed bids and to follow the grant funding policies laid out by granter. **Vote and motion carries unanimously.**
4. Event Permits **– Bussone motioned to sign permits for Polar Roll on February 16, 2019 and Marji Gesick on Setember 20-2, 20193; Johnson seconded motion Vote and motion carried.**
5. AD-MINISTRATOR REPORT - Fulsher looking at logo items and trademarks. Will bring back to board in December.
6. BOARD COMMENT - Britton noted that snowmobile trails open on December 1 and gates will be opened.
Luce noted that County doing survey to update their master plan. Heritage Trail has been coming up as a positive for people.

IX. PUBLIC COMMENT – Mike Lempinen asked about Pure Michigan Trail benefits.

X. ADJOURNMENT**- Britton motioned to adjourn meeting at 5:15 pm, Brennan seconded motion. Vote and motion carried unanimously.**