****

**102 W. Washington Suite 232
Marquette, MI 49855
906-235-2923****ironoreheritage@gmail.com**

**IRON ORE HERITAGE RECREATION AUTHORITY
 BOARD MEETING MINUTES OF MAY 24, 2023**

**DRAFT MINUTES**

1. ROLL CALL – Jim Brennan, Republic Township; Larry Bussone, Ishpeming; Bob Hendrickson, Negaunee; Al Reynolds, Negaunee Township; Glenn Johnson, Vice Chair/Secretary, Marquette Township; Nick Leach, Marquette; Don Britton, Chair, Chocolay Township
Excused Absence: Dawn Hoffman, Tilden Township; Lauren Luce, Treasurer, Marquette County
Guests: Mike Springer, Marquette Township alternate; Derek Lindstrom, Yankee Doodle Dash Race Director
Staff: Carol Fulsher, Administrator
2. PUBLIC COMMENT (Agenda Items – Limit to three minutes) – Mike Springer updated on upcoming Iron Range Roll scheduled for June 3.
3. APPROVAL OF CONSENT AGENDA – **Brennan motioned to approve consent agenda as presented; Reynolds seconded motion.** Consent agenda includes April meeting minutes; April financials including Balance sheet showing assets of $856,380, liabilities of $68,503 and equity of $787,877;
April profit/loss showing income of $1704, expenses of $8934 for net income of ($7,230); YTD net income of $300,130;
Q2 budget v actual as of April showing revenue at 438% of budget; expenses at 65%; YTD net income at 102% of budget;
April general ledger showing checks written 1578 through 1590; and
May bills to be paid totaling $101,324.98. **Vote and motion passed.**
4. APPROVAL OF AGENDA – **Bussone motioned to approve agenda with change moving VI. 4 Event Permit to VA. Event Permit. Johnson seconded motion. Vote and motion carried.**
5. OLD BUSINESS
6. Event Permit – Yankee Doodle Dash 10-mile and 5K running race. Derek Lindstrom, race director, updated board on his event permit request to hold event on trail from Welcome Center to Kawbawgam Road on July 1. 250 participants expected. **Leach motioned to approve permit for Yankee Doodle Dash; Johnson seconded motion. Vote and motion passed.**
7. Michigan Grant Updates
	* 1. Michigan Recreation Passport Trail/Trailhead Amenities – Grant request administratively complete. Prelim scores expected in August.
		2. Michigan Trust Fund Grant Trail/Trailhead Amenities – Grant request administratively complete. Prelim scores expected in August.
		3. Spark Grant- Fulsher updated on our score (financial need score will be low due to income along Lakewood Lane). Scope item of asphalt vs bike aggregate and whether to apply for spark grant to upgrade to asphalt. If we received spark grant, we’d have to decline Trust Fund grant. **Leach motioned to not apply for Spark grant Round Two. Reynolds seconded motion. Discussion on Trust Fund grant already in hand. Vote and motion carried.**
		4. MDARD Grant Agreement, Tractor, Trailer, Truck – Truck, trailer, and tractor have all been purchased and total price came to $78,893.32. First grant reimbursement report is due in August 2023.
8. Projects
	* 1. Negaunee Boardwalk – Subcommittee formed to work on project with Bill Sanders. Leach, Britton and Hendrickson will work to get bid documents out.
		2. Lakenenland - Waiting for State to send grant agreement.
		3. Property Acquisition,176 acres - Waiting for grant agreement. Title work finished and submitted. ESA Phase I environmental can be done. Fulsher working on quotes.
		4. Winthrop Junction Update – Bussone updated his survey drawings to show a 12’ right of way request for lease from Ishpeming. Hope to have the lease finalized and bids out shortly.
		5. Hiring Committee Report – The hiring committee interviewed 5 people for 1 hour with each candidate. After interviews completed, the hiring committee offered the position to Bob Hendrickson. The offer fits within our budgeted amount in 2023**. Leach motioned to accept hiring committee recommendation; Brennan seconded motion. Vote and motion carried 6 in favor, and one abstaining (Hendrickson).** The hiring committee will come back to board with contract in June. Hendrickson will resign his position from Board and encouraged to find a Negaunee representative to replace his board seat.
		6. Summer maintenance staff – Fulsher inquired about summer staff now that we have vehicles and tools. Board will revisit in fall. With Hendrickson and Fulsher working through summer months, staff will work on maintenance through summer.
		7. ORV Washout – Carey-Sodergren was low bidder with bid of $19,899 and has until June 9 to complete work.
		8. Maintenance List 2023 – Maintenance list was provided. Biggest issue is water on trail in east Negaunee (part of the Iron Range Roll route). Due to a plugged culvert underneath CN railroad to the East. Entire area is flooded. New aggregate in Negaunee Township scheduled for week of May 22. Also, many trees down due to May snowstorm. Trail cleaned through volunteers and paid contractors.

VI. NEW BUSINESS

* + 1. Office space lease addendum – Clark Properties provided a one-year lease instead of two years for $285/month rent per month. Lease was signed to enable us to continue through April 30, 2024.
		2. 2022 Draft Audit – Audit was reviewed. Net position increased to $3,398,257 from $3,208,578. The Authority has $487,749 in unrestricted net position—the amount of funds to finance day to day operations. The balance sheet as of December 31, 2022 showed total assets at $895,786; total liabilities of $19,796 and total equity of $487,749. 2022 total revenue of $467,779; total expenditures of $452,806 for net income of $14,973 (which is $7,114 less than budgeted). **Brennan motioned to accept audit as presented; Johnson seconded motion. Vote and motion carried.**
		3. City of Negaunee Support Letter Campground Spark – **Brennan motioned to approve a letter of support to Negaunee for their Spark grant application; Hendrickson seconded motion. Vote and motion carried.**
1. ADMINISTRATOR REPORT – Fulsher reported she worked on trail clean up this past month with volunteers, adopt a mile groups, contracted labor and ORV group. We may be able to get emergency funds. She has put in a request. She also noted that the kiln area has become a disappointment. Bike racks destroyed. Blueberry plants and other plants mowed. She will put on June agenda to discuss possible solutions.
2. BOARD COMMENT – Brennan noted that the Republic dam project getting funded and going forward. Reynolds, Leach, Britton and Johnson congratulated Hendrickson . Johnson thanked everyone for their kindness after his mother passed away.
3. PUBLIC COMMENT – No public comment.
4. ADJOURNMENT *-* **Bussone motioned to adjourn meeting; Leach seconded. Vote and motion carried and meeting adjourned at 5:40 pm.**