

- I. ROLL CALL
- II. PUBLIC COMMENT (Agenda Items – Limit to three minutes)
- III. APPROVAL OF CONSENT AGENDA
 - A. August Minutes
 - B. August Financials
 - C. September Bills to be Paid
- IV. APPROVAL OF AGENDA
- V. OLD BUSINESS
 - A. Projects
 - 1. Negaunee Boardwalk: still waiting for EGLE & DNR final approval
 - 2. Lakenenland
 - a. RFP Selection
 - 3. Property Acquisition, 176 acres- new appraisal October 26
 - 4. Howard Oil Trailhead and Lighting Grant Applications
 - a. Lease of Property: still waiting for Ishpeming to reply
 - 5. Carp River Kiln- native planting competed by the MQT Conservation Dist
 - 6. ORV Trail Extension:
 - 7. 2023 Maintenance List
- VI. NEW BUSINESS
 - A. Ishpeming Ski Club grooming proposal for IOHT 2023-'24 season
 - B. Culvert repair between Washington Street & Stoneville: hired Tom Tembreull
 - C. Negaunee Mine Memorial Repair: panel ordered, working on new nameplate design
 - D. Mine Safety Fencing to be installed at Negaunee Mine Memorial site
 - E. Road Crossing signage for County Road Crossing along the IOHT
 - F. 2023 Budget Amendment & 1st Draft of 2024 Budget
- VII. ADMINISTRATOR REPORT
- VIII. BOARD COMMENT
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

NEXT MEETING DATE: Wednesday, November 29, 2023, 4:30 pm Ishpeming Senior Center and Zoom



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**IRON ORE HERITAGE RECREATION AUTHORITY
BOARD MEETING MINUTES OF SEPTEMBER 27, 2023
ISHPEMING SENIOR CENTER**

DRAFT MINUTES

- I. ROLL CALL – Vice Chair/Secretary Glenn Johnson, Marquette Township; Jim Brennan, Republic; Larry Bussone, Ishpeming; Al Reynolds, Negaunee Township; Nick Leach, Marquette
Excused Absence: Don Britton, Chair, Chocolay Township; Lauren Luce, Treasurer, Marquette County; Dawn Hoffman, Tilden Township; Jon Becker, City of Negaunee
Guest: Danny Trebac
Staff: Bob Hendrickson, Carol Fulsher
- II. PUBLIC COMMENT (Agenda Items – Limit to three minutes) – No public comment
- III. APPROVAL OF CONSENT AGENDA – **Bussone motioned to approve consent agenda as presented in board packet; Reynolds seconded motion.** Consent agenda included August meeting minutes; August Balance sheet showing assets of \$788,498; liabilities of \$155,449 and equity of \$633,049; August Profit/Loss showing income of \$19,462, expenses of \$26,012 for net income of (\$6549); YTD income of \$202,380; Q3 Budget v Actual as of August showing income at 46%; expenses at 20% and net income at 12%; YTD net income is -92% (big expenses not hitting in 2023); August General Journal showing checks written 1640 to 1652; and September bills to be paid totaling \$81,809.
Vote and motion carried.
- IV. APPROVAL OF AGENDA - **Bussone motioned to approve agenda as presented; Brennan supported motion. Vote and motion carried.**
- V. OLD BUSINESS
 - A. Projects
 1. Negaunee Boardwalk Project/Bid Docs – Waiting on DNR grants to review and approve the Project bid documents. Still want to get the bid out and contractor selected this year to get materials ordered in 2023.
 2. Lakenenland
 - a. RFP for Engineering Services – Leach and Luce helped staff develop an RFP which went out to a group of engineers/architect firms on September 15. It was also promoted through media. RFP's due on October 17. We will then bring back responses to board to make a decision on engineer/architect firm.
 - b. MDOT TAP Discussion – Fulsher noted that we have \$330K in grants right now to pay for project, estimated at \$603K. However, we are still looking for other funds. Applied for a \$25K Rails to Trails Grant and will apply for a \$100K grant through Michigan Trails Fund. However, if the project is severely over budget, Fulshre notes that TAP funds should be considered. There are some obstacles, but they could be overcome. Best to talk to

engineering/architect firm chosen once they come up with their plan.

3. Property Acquisition, 176 acres - The grant has been signed by both parties and ESA and Title Work were uploaded to online grant software. Waiting for DNR response to both. We may not have to do another appraisal if they accept the one we did in 2022. If no appraisal needed, we should be able to wrap up acquisition by end of year.
4. ORV Black River Tributary Bridge Repair Project Update – Hendrickson noted that the project has been completed. New chevrons needed, but tiny item. Project came in at \$49K and will be covered by ORV funds.
5. Howard Oil Trailhead and Lighting Grant Applications
 - a. Lease of Property – Lease language in packet but has not been reviewed by City of Ishpeming yet. We want the property to place some of the scope items of the grant.
 - b. Preliminary Score – Preliminary scores were provided to Board. Discussion on how to raise our score. Scarcity of places to walk and need for lighting during three seasons.
6. Carp River Kiln, City of Marquette/IOHRA agreement – A 5-year Maintenance Permit was provided to IOHT by the City to take over the maintenance of kiln and adjacent greenspace. Hendrickson is working with Marquette Conservation District for durable wildflower seed planting and weed pulling. **Brennan motioned to approve and sign the maintenance permit; Leach seconded motion. Vote and motion carried.**
7. ORV Trail Extension, Negaunee, Negaunee Township – Discussion on obstacles to getting a shared and/or separated trail through the wetland area in East Negaunee. A field trip was held last week. Leach noted that he took measurements and felt that 850' of trail would have to be widened to allow safe passage of ORV and non-motorized. Would need an EGLE permit. We should get the permit that Rob Katona used to get shared trail in Escanaba. Felt that the separated trail would be incredibly difficult and expensive. Discussion on preliminary talks with Road Commission not allowing ORV trail on 492, plus MDOT would need to be contacted about motorized use on non-motorized trail. However, we should do our due diligence to see how we might accommodate ORV's. Other thought was to look at a Negaunee Ice Arena along 480 route to Crossroads.
8. Ishpeming Fishing/Observation Deck- Hendrickson noted that he looked at joists and felt that redecking would be best option and hopes to do this fall.
9. 2023 Maintenance List – Updated maintenance list was provided. A few straggling items remain, but lots done this year.

VI. NEW BUSINESS

- A. Letter of Support--Danny Trebac's Campground Humboldt Twp – Danny Trebac was on hand to provide information on a new "glamping" campground he intends to build on property he purchased along the trail, specifically by County Road FAB in Humboldt Township. He requested a letter of support and voice of support at Humboldt Township planning meeting. Discussion on the symbiotic relationship between us. **Brennan volunteered to be at Planning meeting. Brennan motioned to approve letter of support; Bussone seconded motion. Vote and motion carried.**
- B. County Road Crossings – Hendrickson, Fulsher and Britton met with Marquette County Road Commission on several items, including making County Road crossings more safe, ie County Roads 492, Vandenboom, and Stoneville. If we wanted better painted

lines, we would need to have user counts. The IOHT can purchase warning signals, similar to ones on Presque Isle and Wright Streets. Staff to research various signs and costs and bring back to board.

- C. Negaunee Mine Memorial Graffiti – The artwork was marred by graffiti and panel taken down. Unable to repair but purchased a new graffiti proof board for \$500.
- D. Marquette Wayfinding – Trail users are unable to navigate through Marquette by Walgreen's. Not sure how to remain on Heritage Trail. We have been unable to get permit to put up wayfinding sign due to City's proposed wayfinding system. However, that system is stalled and we are now able to get two signs up. One at Baraga/McClellan and one at Washington/McClellan. Board instructed to order in 2023.
- E. Audit Renew Letter – Anderson, Tackman – Our three-year Audit term ended in 2022. Anderson Tackman provided a new three-year rate for the audit: 2023 @ \$5900; 2024 @\$6200; and \$6500 for 2025. **Brennan motioned to renew Anderson Tackman for three years of audit; Reynolds seconded motion. Vote and motion carried.**

VII. ADMINISTRATOR REPORT – Hendrickson reported that he brought new merchandise to meeting if anyone is interested in purchasing. He is also working on a new Square storefront to add to our website. Lastly, he will be attending an Ely township Planning Commission meeting at their request. A new property owner is looking at development along the IOHT in Ely Township.

VIII. BOARD COMMENT- No board comment.

IX. PUBLIC COMMENT – No public comment.

X. ADJOURNMENT - Brennan motioned to adjourn meeting; Bussone seconded motion. Vote and motion carried and meeting adjourned at 5:45 pm.

Minutes respectively submitted by Carol Fulsher.

Iron Ore Heritage Recreation Authority

Balance Sheet

As of September 30, 2023

10:35 AM

10/18/2023

Accrual Basis

Sep 30, 23

ASSETS

Current Assets

Checking/Savings

003-002 · Embers Credit Union 4.18 cd	103,120.24
003-001 · Embers CD	158,895.08
001-006 · Embers Savings	13.92
001-005 · nicoleet promontory acct	491,677.33
001-004 · nicoleet bank checking account	-15,145.00

Total Checking/Savings 738,561.57

Accounts Receivable

018-012 · Taxes Receivables - unassigned	-0.10
018-000 · Taxes Receivable	
018-001 · Taxes Receivable - Tilden	-796.89
018-002 · Taxes Receivable - Ishpeming	-576.00
018-003 · Taxes Receivable - Negaunee	-1,163.57
018-004 · Taxes Receivable - NEG TWP	-458.89
018-005 · Taxes Receivable - MQT TWP	-1,726.92
018-006 · Taxes Receivable - Marquette	-0.49
018-007 · Taxes Receivable - Chocolay	-2,840.49
018-011 · Taxes Receivable - Rep Twp	-387.24

Total 018-000 · Taxes Receivable -7,950.49

018-009 · Grants Receivable 16,800.00

Total Accounts Receivable 8,849.41

Other Current Assets

018-013 · Taxes Receivable - unassigned 51,665.49

Total Other Current Assets 51,665.49

Total Current Assets 799,076.47

TOTAL ASSETS 799,076.47

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

202-000 · Accounts Payable 1,203.83

Total Accounts Payable 1,203.83

Other Current Liabilities

204-000 · Accrued Wages 6,663.89

203-000 · Unearned revenue 176,643.30

200-258 · Federal Taxes 2,817.26

200-259 · State Taxes 1,403.89

Total Other Current Liabilities 187,528.34

Total Current Liabilities 188,732.17

Total Liabilities 188,732.17

Equity

395-000 · Unrestricted Net Assets 487,746.46

Net Income 122,597.84

Total Equity 610,344.30

TOTAL LIABILITIES & EQUITY 799,076.47

Iron Ore Heritage Recreation Authority**Profit & Loss**

January through September 2023

	<u>Sep 23</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Income		
General Revenue		
674-002 · Individual Contributions	0.00	98.06
401-000 · Taxes	0.00	350,553.63
664-000 · Interest	1,590.39	13,290.05
675-000 · Non profit donations	0.00	25.00
Total General Revenue	<u>1,590.39</u>	<u>363,966.74</u>
Program Revenue		
Unrestricted		
642-000 · Promo Sales	140.00	385.00
Total Unrestricted	<u>140.00</u>	<u>385.00</u>
Restricted		
538-000 · ORV State Grant	0.00	40,032.50
674-003 · Mile Marker	0.00	1,494.80
539-000 · State Grants	0.00	56,000.00
540-000 · Corporate & Nonprofit Grants	0.00	28,981.76
Total Restricted	<u>0.00</u>	<u>126,509.06</u>
Total Program Revenue	<u>140.00</u>	<u>126,894.06</u>
Total Income	<u>1,730.39</u>	<u>490,860.80</u>
Cost of Goods Sold		
50000 · Cost of Goods Sold	2.38	33.05
Total COGS	<u>2.38</u>	<u>33.05</u>
Gross Profit	<u>1,728.01</u>	<u>490,827.75</u>
Expense		
62800 · Facilities and Equipment		
62840 · Equip Rental and Maintenance	433.91	79,187.23
62890 · Rent, Parking, Utilities	679.76	3,732.10
Total 62800 · Facilities and Equipment	<u>1,113.67</u>	<u>82,919.33</u>
701-000 · Payroll		
701-003 · Direct Deposit Fee	1.75	8.75
701-001 · Salaries and Wages	10,805.71	69,559.11
701-002 · Payroll taxes	830.76	5,547.02
Total 701-000 · Payroll	<u>11,638.22</u>	<u>75,114.88</u>
727-000 · Office Supplies	363.30	878.96
730-000 · Office Equipment	147.85	906.68
754-000 · Grant expense	0.00	250.00
800-000 · Operations		

	Sep 23	TOTAL
800-001 · Books, Subscriptions, Reference	25.76	1,529.70
800-002 · Postage, Mailing Service	12.30	75.30
800-004 · Volunteer Recognition	82.34	642.90
Total 800-000 · Operations	120.40	2,247.90
800-955 · Insurance - Liability, D and O	0.00	2,092.00
800-956 · Insurance - Workers' Comp	0.00	36.00
802-000 · Accounting Contract Services	0.00	5,865.00
803-000 · Professional Services Fees	0.00	1,080.00
850-000 · Telephone, Telecommunications	205.54	1,192.73
860-000 · Travel and Meetings	19.34	297.00
870-000 · Board Meeting Expenses	53.36	168.11
880-000 · Marketing		
880-005 · Print advertising	465.00	1,278.40
881-000 · Public Relations	0.00	1,444.25
885-000 · Logo Apparel	0.00	427.98
880-000 · Marketing - Other	30.38	30.38
Total 880-000 · Marketing	495.38	3,181.01
970-000 · Capital Outlay		
970-100 · Signage		
970-105 · trail safety signage	26.68	109.62
970-101 · Trail directional signage	0.00	833.70
970-102 · Acknowledgement signs	0.00	36.50
970-104 · Trail mile marker expense	450.00	900.00
Total 970-100 · Signage	476.68	1,879.82
970-200 · Trail Expense		
970-215 · Acquisition	0.00	4,285.00
970-214 · Boardwalk	0.00	700.00
970-204 · ORV Trail Work	62,425.00	111,309.42
970-202 · Trail Supplies	1,496.80	4,644.07
970-203 · Trail Maintenance	1,855.00	67,172.00
970-206 · Grooming Expenses	0.00	910.00
Total 970-200 · Trail Expense	65,776.80	189,020.49
970-300 · Engineering	1,100.00	1,100.00
Total 970-000 · Capital Outlay	67,353.48	192,000.31
Total Expense	81,510.54	368,229.91
Net Ordinary Income	-79,782.53	122,597.84
Net Income	-79,782.53	122,597.84

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
 January through September 2023

	<u>Jul - Sep 23</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	50.00	120.00	41.67%
401-000 · Taxes	813.24	-100.00	-813.24%
664-000 · Interest	4,510.75	4,200.00	107.4%
675-000 · Non profit donations	0.00		
Total General Revenue	<u>5,373.99</u>	<u>4,220.00</u>	<u>127.35%</u>
Program Revenue			
Unrestricted			
642-000 · Promo Sales	340.00	235.00	144.68%
Total Unrestricted	<u>340.00</u>	<u>235.00</u>	<u>144.68%</u>
Restricted			
538-000 · ORV State Grant	17,000.00	50,000.00	34.0%
674-003 · Mile Marker	745.84	1,500.00	49.72%
539-000 · State Grants	0.00	56,000.00	0.0%
540-000 · Corporate & Nonprofit G	10,000.00	0.00	100.0%
Total Restricted	<u>27,745.84</u>	<u>107,500.00</u>	<u>25.81%</u>
Total Program Revenue	<u>28,085.84</u>	<u>107,735.00</u>	<u>26.07%</u>
Total Income	<u>33,459.83</u>	<u>111,955.00</u>	<u>29.89%</u>
Cost of Goods Sold			
50000 · Cost of Goods Sold	33.05		
Total COGS	<u>33.05</u>		
Gross Profit	<u>33,426.78</u>	<u>111,955.00</u>	<u>29.86%</u>
Expense			
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenan	508.91	1,582.00	32.17%
62890 · Rent, Parking, Utilities	1,569.22	1,500.00	104.62%
Total 62800 · Facilities and Equipmen	<u>2,078.13</u>	<u>3,082.00</u>	<u>67.43%</u>
701-000 · Payroll			
701-003 · Direct Deposit Fee	8.75		
701-001 · Salaries and Wages	32,417.13	34,170.00	94.87%
701-002 · Payroll taxes	2,614.66	2,610.00	100.18%
Total 701-000 · Payroll	<u>35,040.54</u>	<u>36,780.00</u>	<u>95.27%</u>
727-000 · Office Supplies	594.53	300.00	198.18%
729-000 · Equipment	0.00	758.00	0.0%
730-000 · Office Equipment	906.68	1,500.00	60.45%
754-000 · Grant expense	0.00	0.00	0.0%
800-000 · Operations			
800-001 · Books, Subscriptions, Ref	25.76	0.00	100.0%

	Jul - Sep 23	Budget	% of Budget
800-002 · Postage, Mailing Service	12.30	63.00	19.52%
800-004 · Volunteer Recognition	82.34	49.00	168.04%
Total 800-000 · Operations	120.40	112.00	107.5%
800-955 · Insurance - Liability, D and C	1,615.00	1,748.00	92.39%
800-956 · Insurance - Workers' Comp	0.00	0.00	0.0%
802-000 · Accounting Contract Service	85.00	100.00	85.0%
803-000 · Professional Services Fees	0.00	0.00	0.0%
850-000 · Telephone, Telecommunication	540.33	342.00	157.99%
860-000 · Travel and Meetings	64.87	40.00	162.18%
870-000 · Board Meeting Expenses	87.26	51.00	171.1%
880-000 · Marketing			
880-005 · Print advertising	870.00	425.00	204.71%
881-000 · Public Relations	0.00	0.00	0.0%
884-000 · Website	0.00	0.00	0.0%
885-000 · Logo Apparel	427.98	0.00	100.0%
880-000 · Marketing - Other	30.38		
Total 880-000 · Marketing	1,328.36	425.00	312.56%
940-000 · Lease, Appraisal Expenses	0.00	30.00	0.0%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	109.62	850.00	12.9%
970-101 · Trail directional signage	833.70	0.00	100.0%
970-102 · Acknowledgement signs	36.50	108.00	33.8%
970-104 · Trail mile marker expenses	450.00	650.00	69.23%
Total 970-100 · Signage	1,429.82	1,608.00	88.92%
970-200 · Trail Expense			
970-215 · Acquisition	3,600.00	3,600.00	100.0%
970-214 · Boardwalk	700.00	220,000.00	0.32%
970-204 · ORV Trail Work	84,375.00	53,000.00	159.2%
970-202 · Trail Supplies	2,358.41	1,500.00	157.23%
970-203 · Trail Maintenance	6,755.50	15,000.00	45.04%
970-206 · Grooming Expenses	0.00	0.00	0.0%
Total 970-200 · Trail Expense	97,788.91	293,100.00	33.36%
970-300 · Engineering	1,100.00	22,000.00	5.0%
Total 970-000 · Capital Outlay	100,318.73	316,708.00	31.68%
990-000 · Debt Service			
990-002 · Bank Fees	0.00	11.00	0.0%
Total 990-000 · Debt Service	0.00	11.00	0.0%
Total Expense	142,779.83	361,987.00	39.44%
Net Ordinary Income	-109,353.05	-250,032.00	43.74%
Net Income	-109,353.05	-250,032.00	43.74%

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
 January through September 2023

10:58 AM
 10/18/2023
 Accrual Basis

	TOTAL		
	Jan - Sep 23	Budget	% of Budget
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	98.06	168.06	58.35%
401-000 · Taxes	350,553.63	349,693.00	100.25%
664-000 · Interest	13,290.05	13,046.00	101.87%
675-000 · Non profit donations	25.00		
Total General Revenue	363,966.74	362,907.06	100.29%
Program Revenue			
Unrestricted			
642-000 · Promo Sales	385.00	280.00	137.5%
Total Unrestricted	385.00	280.00	137.5%
Restricted			
538-000 · ORV State Grant	40,032.50	50,000.00	80.07%
674-003 · Mile Marker	1,494.80	2,250.00	66.44%
539-000 · State Grants	56,000.00	56,000.00	100.0%
540-000 · Corporate & Nonprofit G	28,981.76	95.00	30,507.12%
Total Restricted	126,509.06	108,345.00	116.77%
Total Program Revenue	126,894.06	108,625.00	116.82%
Total Income	490,860.80	471,532.06	104.1%
Cost of Goods Sold			
50000 · Cost of Goods Sold	33.05		
Total COGS	33.05		
Gross Profit	490,827.75	471,532.06	104.09%
Expense			
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenan	79,187.23	80,000.00	98.98%
62890 · Rent, Parking, Utilities	3,732.10	3,564.00	104.72%
Total 62800 · Facilities and Equipmen	82,919.33	83,564.00	99.23%
701-000 · Payroll			
701-003 · Direct Deposit Fee	8.75		
701-001 · Salaries and Wages	69,559.11	71,316.00	97.54%
701-002 · Payroll taxes	5,547.02	5,543.00	100.07%
Total 701-000 · Payroll	75,114.88	76,859.00	97.73%
727-000 · Office Supplies	878.96	646.00	136.06%
729-000 · Equipment	0.00	988.00	0.0%
730-000 · Office Equipment	906.68	1,590.00	57.02%
754-000 · Grant expense	250.00	250.00	100.0%
800-000 · Operations			
800-001 · Books, Subscriptions, Rel	1,529.70	1,504.00	101.71%

	TOTAL		
	Jan - Sep 23	Budget	% of Budget
800-002 · Postage, Mailing Service	75.30	126.00	59.76%
800-004 · Volunteer Recognition	642.90	654.00	98.3%
Total 800-000 · Operations	2,247.90	2,284.00	98.42%
800-955 · Insurance - Liability, D and C	2,092.00	2,092.00	100.0%
800-956 · Insurance - Workers' Comp	36.00	36.00	100.0%
802-000 · Accounting Contract Service	5,865.00	5,880.00	99.75%
803-000 · Professional Services Fees	1,080.00	1,080.00	100.0%
850-000 · Telephone, Telecommunication	1,192.73	965.00	123.6%
860-000 · Travel and Meetings	297.00	271.00	109.59%
870-000 · Board Meeting Expenses	168.11	132.00	127.36%
880-000 · Marketing			
880-005 · Print advertising	1,278.40	833.00	153.47%
881-000 · Public Relations	1,444.25	1,444.00	100.02%
884-000 · Website	0.00	1,000.00	0.0%
885-000 · Logo Apparel	427.98	555.00	77.11%
880-000 · Marketing - Other	30.38		
Total 880-000 · Marketing	3,181.01	3,832.00	83.01%
940-000 · Lease, Appraisal Expenses	0.00	60.00	0.0%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	109.62	850.00	12.9%
970-101 · Trail directional signage	833.70	0.00	100.0%
970-102 · Acknowledgement signs	36.50	108.00	33.8%
970-104 · Trail mile marker expenses	900.00	1,100.00	81.82%
Total 970-100 · Signage	1,879.82	2,058.00	91.34%
970-200 · Trail Expense			
970-215 · Acquisition	4,285.00	4,285.00	100.0%
970-214 · Boardwalk	700.00	320,000.00	0.22%
970-204 · ORV Trail Work	111,309.42	79,234.00	140.48%
970-202 · Trail Supplies	4,644.07	3,773.00	123.09%
970-203 · Trail Maintenance	67,172.00	75,417.00	89.07%
970-206 · Grooming Expenses	910.00	910.00	100.0%
Total 970-200 · Trail Expense	189,020.49	483,619.00	39.09%
970-300 · Engineering	1,100.00	33,000.00	3.33%
Total 970-000 · Capital Outlay	192,000.31	518,677.00	37.02%
990-000 · Debt Service			
990-002 · Bank Fees	0.00	70.00	0.0%
Total 990-000 · Debt Service	0.00	70.00	0.0%
Total Expense	368,229.91	699,276.00	52.66%
Net Ordinary Income	122,597.84	-227,743.94	-53.83%
Net Income	122,597.84	-227,743.94	-53.83%

Iron Ore Heritage Recreation Authority
General Ledger

As of September 30, 2023

Num	Name	Split	Amount
003-002 · Embers Credit Union 4.18 cd			
Deposit	Embers	664-000 · Interest	357.84
003-001 · Embers CD			
Deposit	Embers	664-000 · Interest	336.67
001-005 · nicolet promontory acct			
Deposit	Nicolet	664-000 · Interest	895.88
001-004 · nicolet bank checking account			
1653	Carol L Fulsher	payroll	-4,608.06
Deposit	State of MI	MDARD grant 1st reimburseme	39,200.00
Deposit	Marathon Expo	merch sales	60.00
Deposit	Marathon Expo	merch sales	77.62
1654	CAP Cleaning Services	office cleaning	-75.00
1655	Pride Printing	packets	-36.41
1656	Team Riders	summer ORV maintenance	-700.00
1657	Northwoods Publishing	map ad	-465.00
Deposit	City of Marquette	property tax payment	14,512.69
Auto pay	Robert J Hendrickson	payroll	-1,907.45
1660	NICOLET NATIONAL BANK	credit card payment	-1,673.32
EFTPS	United States Treasury	federal payroll tax	-3,260.36
1659	mARQUETTE BLP	electricity office, kiln, trailhead	-123.76
Deposit	City of Marquette	property tax payment	57,688.54
Auto pay	Robert J Hendrickson	payroll	-1,907.44
1658	U.P. Fabricating Co., Inc.	mile marker	-450.00
1661	Associated Constructors	ORV bridge rebuild	-44,725.00
1662	City of Negaunee	r/r lighting	-15.00
1663	Geomaterials	ORV grading	-17,000.00
1664	Joseph LaBrecque	maintenance	-1,855.00
1665	Sanders and Czapski Associates	engineering	-1,100.00

Iron Ore Heritage Recreation Authority

Bills to be Paid

October 2023

Name	Account	Paid Amount
Robert Hendrickson	701-001 Salary and Wages	-1,907.44
State of Michigan	200-259 · State Taxes	-1,312.89
MI - Unemployment Insurance	200-259 · State Taxes	-91.00
United States Treasury	200-258 · Federal Taxes	-2,775.26
Carol L Fulsher	701-001 · Salaries and Wages	-4,608.06
Clark Properties	62890 · Rent, Parking, Utilities	-285.00
Swanson Mercier & Associates	803-000 · Professional Services Fees	-1,750.00
CAP Cleaning Services	62890 · Rent, Parking, Utilities	-75.00
Becky Harju	802-000 · Accounting Contract Services	-100.00
mARQUETTE BLP	62890 · Rent, Parking, Utilities	-51.42
mARQUETTE BLP	62890 · Rent, Parking, Utilities	-48.48
mARQUETTE BLP	62890 · Rent, Parking, Utilities	-13.25
NICOLET NATIONAL BANK	see below	-1,368.83
Signs Now	970-100 · Signage	-698.00
Steward & Sheridan P.L.C.	803-000 · Professional Services Fees	-100.00
U.P. Fabricating Co., Inc.	970-204 ORV	-377.40
Clark Properties	62890 · Rent, Parking, Utilities	-285.00
City of Negaunee	970-202 trail supplies	-35.00
	TOTAL BILLS TO BE PAID	-15,882.03
Nicolet National Bank Credit Card		
Target	880-000 · Marketing	-16.08
Gordon	880-000 · Marketing	-14.30
Bucks Restaurant	800-004 · Volunteer Recognition	-82.34

Meijers Gas	970-202 · Trail Supplies	-67.70
Verizon	850-000 · Telephone, Telecommunicatior	-145.04
Oreilly	970-202 · Trail Supplies	-5.29
Menards	970-202 · Trail Supplies	-142.28
Menards	970-202 · Trail Supplies	-237.40
Office Depot	730-000 · Office Equipment	-133.55
Office Depot	727-000 · Office Supplies	-197.17
Imart	970-202 · Trail Supplies	-68.51
USPS	800-002 · Postage, Mailing Service	-9.99
Meijer	727-000 · Office Supplies	-7.94
HP Instant Ink	970-202 · Trail Supplies	-20.13
Adobe Export	727-000 · Office Supplies	-23.88
Adobe Acrobat	727-000 · Office Supplies	-13.77
Campus Pharmacy	727-000 · Office Supplies	-20.13
Walgreens	727-000 · Office Supplies	-25.29
Zoom	727-000 · Office Supplies	-16.95
NMU EAN	850-000 · Telephone, Telecommunicatior	-30.25
Marquette DDA	62890 · Rent, Parking, Utilities	-71.50
Subway	860-000 · Travel and Meetings	-19.34
		<hr/> -1,368.83

PROPOSAL
FOR THE
IRON ORE HERITAGE RECREATION AUTHORITY

IRON ORE HERITAGE TRAIL
KAWBAWGAM ROAD TO LAKENENLAND
FIVE-MILE NON-MOTORIZED TRAIL EXTENSION AND
TRAILHEAD

OCTOBER 2023



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

EXPERIENCE WITH STATE FUNDING

Coleman Engineering Company (CEC) has a long history of assisting our clients on projects funded by programs offered through the State of Michigan. Offered here is a partial list of projects that are either completed or ongoing and scheduled to be finished within the executed project agreement timeframe.

Breen Township, Sturgeon Lake Boat Launch (DNR Waterways Funding)

Contact: Harold Beauchamp, Township Supervisor

Phone: (906) 246-3590

City of Crystal Falls – Runkle Lake Park Project (Trust Fund Funding)

Contact: Gerard Valesano, City Manager

Phone: (906) 875-3212

Dickinson County – Lake Antoine Boat Launch (DNR Waterways Funding)

Contact: Brian Bousley, County Controller

Phone: (906) 774-2573

Dickinson County – Playground Equipment (Trust Fund Funding)

Contact: Brian Bousley, County Controller

Phone: (906) 774-2573

City of Iron Mountain – Pewabic Hill Mountain Bike Trail System (Trust Fund Funding)

Contact: Jordan Stanchina, City Manager

Phone: (906) 774-8530

City of Manistique – Walk Manistique Riverside Pathway (Trust Fund Funding)

Contact: Corey Barr, City Manager

Phone: (906) 341-2290

City of Manistique – Lake Michigan Campground Expansion (Trust Fund Funding)

Contact: Corey Barr, City Manager

Phone: (906) 341-2290

City of Manistique – Lake Michigan Campground Expansion Phase II (Trust Fund Funding)

Contact: Corey Barr, City Manager

Phone: (906) 341-2290

City of Norway – Strawberry Lake Park (Trust Fund Funding)

Contact: Dan Stoltman, City Manager

Phone: (906) 563-9961

Spalding Township – Veterans Memorial Park (Trust Fund Funding)

Contact: Jim Moraska, Township Supervisor

Phone: (906) 497-5850

SUMMARY OF FEES

Coleman Engineering Company's proposed not-to-exceed fee to perform the work in accordance with the Request for Proposals is as follows.



**IRON ORE HERITAGE TRAIL
KAWBAWGAM ROAD TO LAKENENLAND TRAIL EXTENSION
ENGINEERING SERVICES COST PROPOSAL
Oct-23**

PERSONNEL	Time Task Breakdown										Amt.	Rate	Cost
	DESIGN							CONSTRUCTION					
	A	B	C	D	E	F	G	H	I	J			
Engineer 17	4	0	4	0	2	2	2	8	0	0	22	\$175	\$3,850.00
Technician 19	4	0	32	0	24	60	8	0	24	0	152	\$87	\$13,224.00
Technician 23	0	0	16	0	0	24	0	0	0	0	40	\$110	\$4,400.00
Technician 13	0	0	2	0	2	4	4	0	0	0	12	\$68	\$816.00
Wetland Delineation	0	0	0	1	0	0	0	0	0	0	1	\$3,000	\$3,000.00
Topographic Survey	0	1	0	0	0	0	0	0	0	0	1	\$4,000	\$4,000.00
Materials Testing	0	0	0	0	0	0	0	0	0	1	1	\$2,000	\$2,000.00
Mileage	200	0	0	0	0	0	0	0	600	0	800	\$0.75	\$600.00
	\$1,198	\$4,000	\$5,380	\$3,000	\$2,574	\$8,482	\$1,318	\$1,400	\$2,538	\$2,000		Total	\$31,890

Task List

A. Initial Project Meeting
B. Topographic Survey
C. Preliminary Design
D. Wetland Delineation
E. Permitting

F. Final Plans & Specs
G. Letting
H. Construction Administration
I. Construction Site Visits (3)
J. Materials Testing

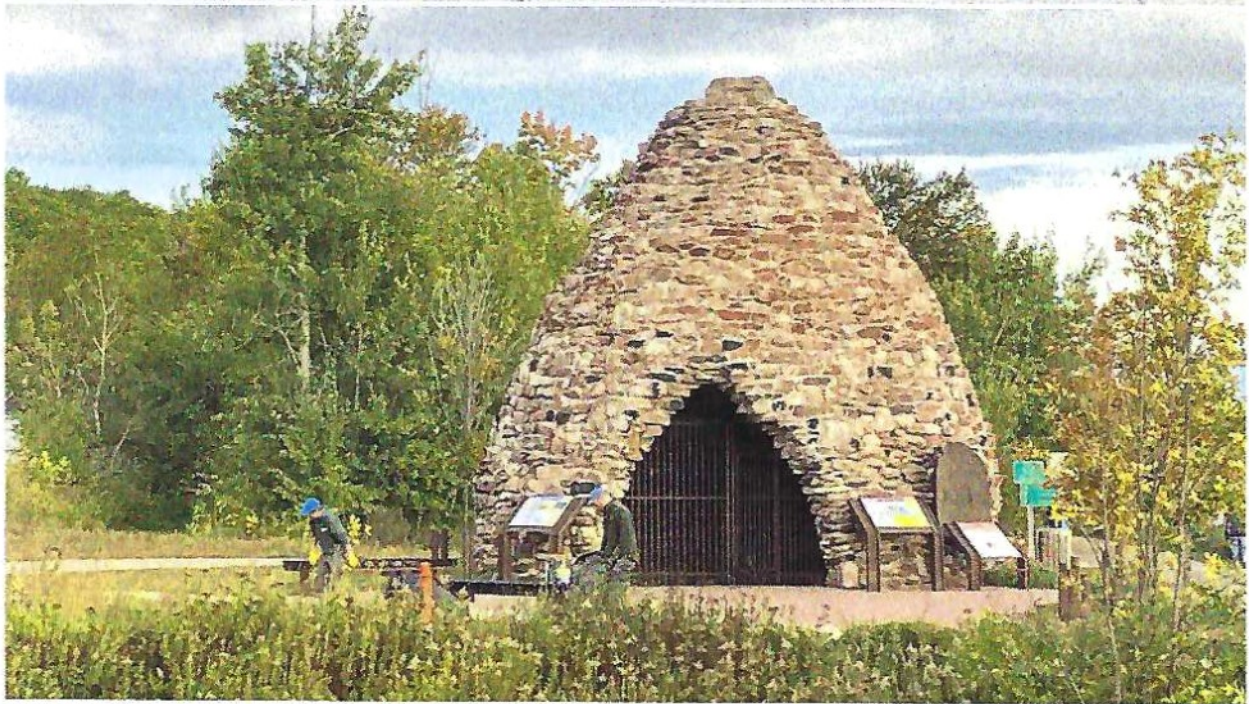
Design Total: \$25,952
Construction Total: \$5,938

Coleman Engineering Company
October 2023

Iron Ore Heritage Recreation Authority
Proposal for Professional Engineering
Five-Mile Non-motorized Trail Extension and Trailhead

TIMELINE FOR DESIGN

ANTICIPATED PROJECT DEVELOPMENT SCHEDULE													
Kawbawgam Road to Lakenenland Trail													
TASK	TIMELINE												
	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
Initial Project Meeting													
Topographical Survey													
Preliminary Design													
Wetland Delineation													
Permitting													
Final Plans & Specs													
Submit to DNR Grants Management													
Letting													
Construction													
Submit Final Reimbursement Req.													



2023 Trail Maintenance List

<u>Trail amenities/signage</u>	<u>Who</u>	<u>Timeline</u>	<u>How to Pay</u>
Take down safety markers Choccolay	Joe LaBrecque	June	maintenance
Stay on trail signs on ORV route, Ishpeming	Team Riders	Done	ORV
Mile Marker Installment 41.75 in Choccolay	Staked and miss digged, waiting UP Fab to install	May/June	Ojibway Family
	Island Lake Adopt a Millers. IOHRA supplies materials, they do labor		
Fix split rail fence in Ishpeming	Fulsher	September	maintenance budget
Counters , need 1 or 2 new ones of get them fixed		Summer	Choccolay, Neg Twp
Fencing at Stoneville Road destroyed intentionally	Decide on expansion of Parking Lot/entrance/exit		Insurance, maint. ORV funds
Repair bench in Negaunee	??	Summer	????
New directional sign up on Malton Rd. for Ishp camping	UP Fab, Bob Don and Mike	September	signage
Two mile markers, Ishpeming, Marquette	UP Fab, Bob Don and Mike	September	Bill and Ann Fisher
Stop sign down at driveway near Riverside Choccolay	Don Britton	Summer	maintenance
Bike Fixing Station at Neg Twp trailhead	Joe LaBrecque	Fall	maintenance
Varnish benches	Carol	August	maintenance
	Bob will do patch repair. Deck needs to be replaced. Quotes provided		
Deck at Section 16 pit needs new boards		Autumn	maintenance
New sign ("NO Motorized Vehicles) Choccolay	Bob/Carol	August	maintenance
Camera up in Choccolay	Bob/Carol	August	maintenance
Bell Adopt a mile	Bob	Done	maintenance
U of M Alumni Adopt a mile	Bob	August	maintenance
Gate at Museum Spur	Order gate	September	maintenance
Wayfinding signs at McClellan/Baraga and McClellan/Washington	U.P. Fab/city of marquette	needs budget amendment if 2023 project	signage
Repair Negaunee Mine Memorial - spraypainted and lettering	Rick Kaupila & Mike Lempien	Fall	maintenance
Gate at Museum Spur	Bid out?	Fall or 2024	trail supplies

Wayfinding signs at McClellan/Baraga and McClellan/	need budget amendment for	Fall?	signage
Trail Upgrades			
new aggregate Negaunee township	Superior Paving Bid documents submitted to DNR	Done	Maintenance Budget
Wetlands Boardwalk	Monies needed for bridge. ORV Grant addendum for 2024	2023/2024	Bid, Grant
Winthrop Junction parking lot		Oct	Bid, ORV Grant
Trail Maintenance			
ORV Gravel/Grading	Awarded to GeoMaterials	July	ORV Grant Funds
ORV Gravel/Grading	Awarded to GeoMaterials	September	ORV Grant Funds
Sweeping of paved trail-Marquette Marathon	Joe LaBrecque	31-Aug	Maintenance Funds
ORV Grading Ishpeming/Negaunee	Monies moved to bridge Chocolay done by Don; June: Mgt Twp Don, June 19; Neg Twp; June 14 Carol; Neg to lsp June 20 Carol; East Neg June 21 Carol	After Oct 1	ORV Grant Funds
Mowing, Ishpeming to Chocolay		Done	Maintenance funds
Mowing, Ishpeming to Stoneville	Bob	Done	Maintenance funds
Mowing Carp river to Welcome Center	Bob	Done	Maintenance funds
Mowing, Republic	Bob	Done	Maintenance funds
Mowing, Tilden to Chocolay	Bob	July	Maintenance funds
Mowing, Tilden to Chocolay	Bob	August	Maintenance funds
ORV Spring Maintenance	TEAM Riders	Done	ORV Funds
ORV Summer Maintenance	TEAM Riders	August	ORV Funds
Brushing of Trail between Ishpeming and Negaunee	Coordinate a volunteer effort- Neg/Ish Lions	August 21-25	Maintenance
Repair large washout on ORV trail Humboldt	Bid awarded to CareySodergren	Done	ORV amendment/Emergency funds
large amount of trees down	Tony Harry, Joe LaBrecque, ORV, volunteers	Done	Maintenance

Trail Flooded east Negaunee	Plugged culvert underneath R/R grade. Working with cliffs/CN do fix	Done	Emergency repair funds if needed?
Trees need cutting on ORV route west of Ishpeming	???	Summer	ORV Contingency Funds
Bridge collapse on ORV Trail,	Associated	September	ORV Grant Funds
culvert plugged East Negaunee	Unplugged	June	train maintenance crew?
Big logs stuck at Carp River Bridge, Negaunee	several pulled out June 14; Bob and Don with excavator	Done	maintenance funds
Gravel needed at Washington Street Ishpeming	Tembreull	June	ORV funds
ORV Dust Control	DNR Bid	June	DNR pays
Trail Flooded west Ishpeming	Ishpeming fixed culvert	July	City of Ishpeming
Beaver Trapping, just west of Stoneville Road	Randy Ruppel	October	DNR Nuisance Beaver Reimbursement
Install Safety Fencing at Negaunee Mine Site	Bob Hendrickson	October/ Nov	Trail Maintenance Funding
Trail erosion culvert between Stoneville & Winthrop	Tom Tembreull	October	DNR ORV Maintenance Funding
Repair Splitrail Fence at Stoneville Parking Lot	Bob Hendrickson	october	no cost, just repair
Section 16 Deck	decking replaced 10/18/23	Fall	maintenance funds



Mr. Bob Hendrickson, Administrator

Iron Ore Heritage Recreation Area

102 W. Washington St., Suite 232

Marquette, MI 49855

September 24, 2023

RE: Proposal - Ishpeming Ski Club grooming IOHT from Negaunee to Ishpeming for 2023-24 Winter Season

Dear Bob,

The ISC began grooming the IOHT between Negaunee and Ishpeming for the IOHRA for the 2019-20 winter season, and has done so every winter since. Below is a brief summary of what the ISC has done for grooming the IOHT.

- The entire trail segment is approximately 3 miles from Negaunee (Senior Center) to Ishpeming (7th Street), and includes the short spur that dead-ends at the brownstone in Ishpeming.
- The grooming season (snow permitting) extends from December 1 to March 15.
- The ISC grooms after snowfalls, and when the trail snow surface needs to be renovated. Typically the ISC grooms 1 to 2 times per week (historically the ISC has groomed between 12 and 22 times per winter).
- Grooming consists of renovating the trail surface to as level of a deck surface as possible, and, conditions permitting, setting cross country ski tracks for the entire length (minus road crossings);
- The ISC grooms using either a Skandic SWT snowmobile or a Bombardier Bombi snowcat; each machine pulls a 10' TiddTech groomer. When needed, the ISC uses a PistenBully snowcat to level drifts and plowed banks.
- The IOHRA has permitted the ISC to park/store the ISC grooming drag and Bombi at the Howard Oil Building.

The ISC would like to propose continuing to groom the IOHT during the coming winter season, as noted above. ISC has billed the IOHRA at an agreed rate of \$70/grooming session since the 2019-20 season. Due to increased fuel and maintenance costs since 2019, the ISC is proposing increasing the rate to \$90/grooming session for the 2023-24 season.

The ISC is looking forward to potentially assisting the IOHRA by keeping the IOHT (segment from Negaunee to Ishpeming) open and groomed for cross country skiers and foot traffic this coming winter. Please let me know if you would like to discuss this proposal further, or if you have any questions or comments.

Sincerely,

Richard D. Ziegler

President, ISC

Ishpeming Ski Club – IOHT Grooming Proposal 2023-24



INVOICE

24744 Co Rd 496
Champion, MI 49814
Phone: 906-371-0773
www.906ATP.com

INVOICE #	DATE
101923	10/19/23
CUSTOMER ID	TERMS
N/A	Net 30 Days

BILL TO

Bob Hendrickson
Iron Ore Heritage Trail
102 W. Washington Street, Suite 232
906-235-2923
ironoreheritage@gmail.com

JOB LOCATION

Iron Ore Heritage Trail (Ishpeming to Negaunee)

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
- Backfill washout on IOHT trail between Stoneville Rd. and Washington St. (Ishpeming, MI)	1	1,265.00	1,265.00
- Additional cost for backfill with 10 yds of #4 stone	1	223.00	223.00
			-
			-
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			-
<i>Thank you for your business!</i>		SUBTOTAL	1,488.00
Please make checks payable to: <u>906 ATP</u>		TAX (6.0%)	-
		TOTAL	\$ 1,488.00

NOTICE: If the final invoice isn't paid within 30 days, a 5% "delayed payment" fee will be charged.

If you have any questions about this invoice, please contact
[Tom Tembreull, 906-371-0773, 906atp@gmail.com]

