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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING AGENDA
WEDNESDAY, April 24, 2024
ISHPEMING SENIOR CENTER**

- I. ROLL CALL:
- II. PUBLIC COMMENT (Agenda Items – Limit to three minutes)
- III. APPROVAL OF CONSENT AGENDA:
 - A. March Minutes
 - B. Bills to be Paid
- IV. APPROVAL OF FINANCIAL REPORTS:
- V. APPROVAL OF AGENDA:
- VI. IOHT Event Approval:
 - A. Retired Teachers IOHT/Old Towne Bicycle ride and presentation, September 18
 - B. Yankee Doodle Dash, Chocoday Twp to City of Marquette and back, July 4
- VII. OLD BUSINESS
 - A. Project Updates:
 1. Property Acquisition
 - a. Offer to Purchase and Just Compensation signed
 - b. Unanimous Written Consent Resolution- need board signatures
 2. Negaunee Boardwalk
 - a. Beaver trapper brought in by MiDNR to address water levels
 3. Winthrop Junction Trailhead Parking Lot
 - a. Board to vote on a Recreation Passport Grant Resolution
 4. Negaunee ORV Trail Extension
 - a. Approve Purchase Agreement with Northview Co. 2
 5. Lakeneland Extension
 - a. Will be meeting with Coleman Engineering in May
 6. Trailhead Recognition of Marquette Co. Interscholastic Cycling Achievement
 - a. Present signage mockup for acceptance
 7. Celebrate Trails Day, Saturday, April 27
 8. IOHRA Office Relocation—moving April 29 & 30
- VIII. NEW BUSINESS
 1. Resolution and Ballot Language for Republic Township Millage, November Election
 2. Review and accept trail repair estimates between Stoneville & Winthrop Jct and grading from Negaunee ice arena to 7th Street, Ishpeming by ATP, LLC
 3. Letter to U.S. Post Office to forward mail from 102 W. Washington #232, Marquette to PO Box in Negaunee
- IX. ADMINISTRATOR REPORT
- X. BOARD COMMENT
- XI. PUBLIC COMMENT
- XII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, May 22, 2024, 4:00 pm Aspen Ridge School and Zoom



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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING MINUTES
WEDNESDAY, MARCH 27, 2024
ISHPEMING SENIOR CENTER**

AGENDA

- I. ROLL CALL: **Jim Brennan**-Republic Twp, **Nick Leach**-City of Marquette, **Jon Becker**-City of Negaunee, **Don Britton**-Chocolay Twp, **Dawn Hoffman**-Tilden Twp, **Al Reynolds**-Negaunee Twp
Absent: **Lauren Luce**-MQT County, **Glenn Johnson**-Marquette Twp, **Larry Bussone**-City of Ishpeming
Guests: Rob Katona-MiDNR trails specialist, Mike Springer via Zoom
- II. PUBLIC COMMENT (Agenda Items – Limit to three minutes)
- III. APPROVAL OF CONSENT AGENDA: **Hoffman** motions, **Reynolds** seconds, ayes: all
 - A. February Minutes
 - B. Bills to be Paid
- IV. APPROVAL OF FINANCIAL REPORTS: Corrections have been made in the Profit & Loss reports to reflect municipality millage tax as income. **Brennan** motions, **Hoffman** seconds, all in favor
- V. APPROVAL OF AGENDA: **Brennan** motions to add millage discussion for Republic in November and also plan for Humboldt and Ely as possible to add to their ballots in November. **Becker** seconds, ayes: all
- VI. OLD BUSINESS
 - A. Project Updates:
 1. Property Acquisition
 - a. Amended purchase agreement letters returned, waiting to hear back from Brian Sheridan about closing details, once complete closing date will be confirmed
 2. Negaunee Boardwalk
 - a. Associated Constructors secured, EGLE has approved plan amendments, set a site visit with Associated Constructors to assess project site
 3. Winthrop Junction Trailhead Parking Lot
 - a. Applying for Rec Passport & Trust Fund Grant; see new business, it would fit better as a Rec Passport; Bob will check on the lease for duration; more of a chance to get a RP than a Trust Fund, success rate is 30% for grants filed
 4. Negaunee ORV Trail Extension
 - a. Waiting for amended purchase agreement from Northview Co. 2, O'Dovero holding company, EGLE permit is wrapping up and we should hear from them soon, after purchase agreement is finalized the MiDNR can start move forward with the project
 5. Lakenenland Extension
 - a. No current updates, contact Coleman Engineering for a timeline this year
 6. IOHRA Office Relocation—moving the week of April 29 to the West End YMCA facility for \$350 per month utilities included, the office will be located the main office facing Iron Street, large office with lots of window, summer parking no issue, winter parking will be over at the Negaunee DPW building off Prince Street, will look into getting a PO box to give us more security for check and other sensitive information for the IOHRA, Don will be available to help move, plan will be to use the IOHT truck and trailer, Don has an enclosed trailer if needed
 7. Trailhead Recognition of Marquette Co. Interscholastic Cycling Achievement
 - a. Proposed location Negaunee Twp trail head; mock-up of sign will be presented at the April meeting, font will be change to make more readable

VII. NEW BUSINESS

1. Presentation and Public Comment of Winthrop Junction Trailhead; location is off Washington Street in Ishpeming, near Perkins Construction; it's 1.7 acres; Britton ask to remove the center parking islands, reduce size of turnaround at back of parking lot so it's easier to get a trailer around; bids came in at \$110,000 for originally plan which is out of budget for the IOHRA to complete; propose the lot to consist of 9 trailer parking sport and 9 individual parking spots; how will this work in coordination with the small parking lot off Stoneville Road currently being used; the plan will be revamped to include a vault toilet, benches, picnic table and bike rack; Bob will work with Bill Sanders on a new site development plan and submit a 2024 Recreation Passport Grant application which is due on April 1; **Leach** Motions to Support to submit an application for a MiDNR Recreation Passport Grant with changes and amenities discusses; **Brennan** seconds; all vote in favor of pursuing a RP Grant for this project, no public comment, ayes: all
2. Celebrate Trails Day, Saturday, April 27
 - a. Promoted nationally by Rails to Trails Conservancy
 - b. Engage Adopt-a-Mile Groups, plan a trail-clean-up day
 - c. Bring awareness of IOHT and opportunities to get involvedSome of the board was unaware that Adopt-a-Mile Group existed. Admin is working on formalizing the list; Leach suggested that a overlay map be created to show the section that are adopted; recognition signs are already in place along the trail to indicate which groups have what section and to give recognition
3. November Ballot for Republic, confident about Humboldt and potential Ely
 - a. Ballot Language needs to be submitted by June 13 for the November General Election, Brennan recommends that the ballot language be submitted to the Townships by May for a resolution to be proposed at the June meeting; Brennan express that he plans to recommend that the millage be put on the Republic Township ballot for the November General Election and expects Humboldt Township to do the same; Admin will need to approach Ely Township to request a resolution to include the millage on the November General Election. Promotional material needs to be simplified and explain what the cost to each voter would be, the millage is based on the assessed equalization value of each property, Admin to get ballot language prepared by early May

VIII. ADMINISTRATOR REPORT: LSCP selected Carol Fulsher for the individual Distinguished Service Award, award and dinner will be on April 10, cost \$100 per ticket, Don and Bob will attend; MiDNR e-bike Survey for trail use in State Parks; doesn't include IOHT at this point but is starting to set the tone for what to come with e-bikes on trails, Admin recommends that the IOHRA board participate in the survey and start thinking about how e-bike use will evolved on the IOHT; a roundabout will be constructed at the intersection of M-35 & Co Rd 492 in 2026, a public information meeting will be held on April 9, 5:30pm at the Negaunee Twp Hall, admin will attend

IX. BOARD COMMENT: Becker agrees e-bikes will be a increasing presents on the IOHT and not sure how permission based Type 2 will be enforced; Leach feels e-bikes are a good thing, feels they proposed a challenge, need to get a boilerplate messaging to be used when people inquire about e-bike policy on the IOHT; Brennan expressed that he has enjoy his appointment to the IOHRA and looks forward to hopefully getting back on, comments from the board to encourage to have Brennan engage with the board; Britton asked for clarification on what makes a Type 1 & 2 e-bikes different and if you don't use the throttle is it still considered a Type 2, Becker commented that if the throttle is disconnected then it would be classified as a Type 1; the board including those outgoing members are invited to a dinner after the April board meeting, location Mama Mias Italian Restaurant in Ishpeming.

X. PUBLIC COMMENT: none

XI. ADJOURNMENT: **Becker** motions to adjourn, **Hoffman** seconds, all support the motion to adjourn at 5:36pm

NEXT MEETING DATE: Wednesday, April 24, 2024, 4:30 pm Ishpeming Senior Center and Zoom

Iron Ore Heritage Recreation Authority

Balance Sheet

As of March 1, 2024

	Mar 1, 24
ASSETS	
Current Assets	
Checking/Savings	
003-005 · U.P. State Bank CD	200,860.66
003-003 · Nicolet Bank CD	100,000.00
001-006 · Embers Savings	13.31
001-005 · nicolet promontory acct	547,880.89
001-004 · nicolet bank checking account	49,986.75
Total Checking/Savings	898,741.61
Accounts Receivable	
018-012 · Taxes Receivables - unassigned	-0.10
018-000 · Taxes Receivable	
018-001 · Taxes Receivable - Tilden	4,146.45
018-002 · Taxes Receivable - Ishpeming	7,025.05
018-003 · Taxes Receivable - Negaunee	-686.33
018-004 · Taxes Receivable - Neg Twp	-134.72
018-005 · Taxes Receivable - Mqt Twp	17,689.82
018-006 · Taxes Receivable - Marquette	126,519.69
018-007 · Taxes Receivable - Chocolay	11,317.11
018-011 · Taxes Receivable - Rep Twp	1,335.80
018-000 · Taxes Receivable - Other	-46.16
Total 018-000 · Taxes Receivable	167,166.71
018-009 · Grants Receivable	16,800.00
Total Accounts Receivable	183,966.61
Other Current Assets	
018-013 · Taxes Receivable - unassigned	51,665.49
Total Other Current Assets	51,665.49
Total Current Assets	1,134,373.71
TOTAL ASSETS	1,134,373.71
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202-000 · Accounts Payable	3,000.00
Total Accounts Payable	3,000.00
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-9.24
204-000 · Accrued Wages	6,663.89
203-000 · Unearned revenue	363,469.10
200-258 · Federal Taxes	954.16
200-259 · State Taxes	572.12
Total Other Current Liabilities	371,650.03
Total Current Liabilities	374,650.03
Total Liabilities	374,650.03

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual

January through March 2024

	Jan - Mar 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	242.28	96.02	252.3%
401-000 · Taxes	216,108.66	349,880.00	61.8%
664-000 · Interest	5,448.51	4,200.00	129.7%
Total General Revenue	221,799.45	354,176.02	62.6%
Program Revenue			
Unrestricted			
642-000 · Promo Sales	0.00	100.00	0.0%
Total Unrestricted	0.00	100.00	0.0%
Restricted			
539-000 · State Grants	0.00	150,700.00	0.0%
Total Restricted	0.00	150,700.00	0.0%
Total Program Revenue	0.00	150,800.00	0.0%
Total Income	221,799.45	504,976.02	43.9%
Gross Profit	221,799.45	504,976.02	43.9%
Expense			
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenance	1.02		
62890 · Rent, Parking, Utilities	1,346.80	1,275.00	105.6%
Total 62800 · Facilities and Equipment	1,347.82	1,275.00	105.7%
701-000 · Payroll			
701-003 · Direct Deposit Fee	1.75		
701-001 · Salaries and Wages	15,153.83	15,000.00	107.7%
701-002 · Payroll taxes	1,341.77	1,125.00	119.3%
Total 701-000 · Payroll	17,497.35	16,125.00	108.5%
727-000 · Office Supplies	35.37	300.00	11.8%
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	809.53	600.00	134.9%
800-002 · Postage, Mailing Service	26.75	75.00	35.7%
Total 800-000 · Operations	836.28	675.00	123.9%
802-000 · Accounting Contract Services	210.00	290.00	72.4%
803-000 · Professional Services Fees	3,930.00	2,500.00	157.2%
850-000 · Telephone, Telecommunications	171.00	330.00	51.8%
860-000 · Travel and Meetings	0.00	500.00	0.0%
870-000 · Board Meeting Expenses	0.00	60.00	0.0%
880-000 · Marketing			
880-005 · Print advertising	0.00	750.00	0.0%
881-000 · Public Relations	0.00	200.00	0.0%
884-000 · Website	0.00	1,750.00	0.0%
885-000 · Logo Apparel	241.88	850.00	28.5%
Total 880-000 · Marketing	241.88	3,550.00	6.8%
900-000 · Printing and Publishing	0.00	300.00	0.0%
970-000 · Capital Outlay			
970-200 · Trail Expense			
970-215 · Acquisition	0.00	150,700.00	0.0%
970-211 · Negaunee Township Trailhead	13.25	0.00	100.0%
970-202 · Trail Supplies	255.90	800.00	32.0%
Total 970-200 · Trail Expense	269.15	151,500.00	0.2%
970-300 · Engineering	10,030.00	32,000.00	31.3%
Total 970-000 · Capital Outlay	10,299.15	183,500.00	5.6%
990-000 · Debt Service			
990-002 · Bank Fees	0.00	15.00	0.0%
Total 990-000 · Debt Service	0.00	15.00	0.0%
Total Expense	34,568.85	209,420.00	16.5%
Net Ordinary Income	187,230.60	295,556.02	63.3%
Net Income	187,230.60	295,556.02	63.3%

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual

March 2024

	Mar 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
General Revenue			
401-000 · Taxes	67,193.12	0.00	100.0%
664-000 · Interest	2,140.89	1,400.00	152.9%
Total General Revenue	69,334.01	1,400.00	4,952.4%
Program Revenue			
Unrestricted			
642-000 · Promo Sales	0.00	50.00	0.0%
Total Unrestricted	0.00	50.00	0.0%
Restricted			
539-000 · State Grants	0.00	150,700.00	0.0%
Total Restricted	0.00	150,700.00	0.0%
Total Program Revenue	0.00	150,750.00	0.0%
Total Income	69,334.01	152,150.00	45.6%
Gross Profit	69,334.01	152,150.00	45.6%
Expense			
62800 · Facilities and Equipment			
62890 · Rent, Parking, Utilities	764.40	425.00	179.9%
Total 62800 · Facilities and Equipment	764.40	425.00	179.9%
701-000 · Payroll			
701-001 · Salaries and Wages	4,615.38	5,000.00	92.3%
701-002 · Payroll taxes	361.36	375.00	96.4%
Total 701-000 · Payroll	4,976.74	5,375.00	92.6%
727-000 · Office Supplies	0.00	100.00	0.0%
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	70.33	0.00	100.0%
800-002 · Postage, Mailing Service	26.75	0.00	100.0%
Total 800-000 · Operations	97.08	0.00	100.0%
802-000 · Accounting Contract Services	0.00	120.00	0.0%
803-000 · Professional Services Fees	1,230.00	0.00	100.0%
850-000 · Telephone, Telecommunications	103.15	110.00	93.8%
860-000 · Travel and Meetings	0.00	500.00	0.0%
870-000 · Board Meeting Expenses	0.00	20.00	0.0%
880-000 · Marketing			
885-000 · Logo Apparel	241.88	250.00	96.8%
Total 880-000 · Marketing	241.88	250.00	96.8%
970-000 · Capital Outlay			
970-200 · Trail Expense			
970-202 · Trail Supplies	208.90	500.00	41.8%
Total 970-200 · Trail Expense	208.90	500.00	41.8%
970-300 · Engineering	10,030.00	32,000.00	31.3%
Total 970-000 · Capital Outlay	10,238.90	32,500.00	31.5%
990-000 · Debt Service			
990-002 · Bank Fees	0.00	5.00	0.0%
Total 990-000 · Debt Service	0.00	5.00	0.0%
Total Expense	17,652.15	39,405.00	44.8%
Net Ordinary Income	51,681.86	112,745.00	45.8%
Net Income	51,681.86	112,745.00	45.8%