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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING AGENDA
WEDNESDAY, MAY 22, 2024
Aspen Ridge School, NICE School District**

- 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. Marquette Hope UMC/Sacred Space Campus Ministry, Sunday, June 9, 2024
- VII. OLD BUSINESS
 - A. Project Updates:
 - 1. Koski Property Acquisition
 - a. Working with Transnation Title Agency to finalize a closing date
 - 2. Negaunee Boardwalk
 - a. Building & Soil Erosion permits are secured, Associated Constructors is starting to stage equipment, hardware & lumber ordered waiting for delivery, Sanders-Czapski are keeping in touch with AC for construction start date
 - 3. Winthrop Junction Trailhead Parking Lot
 - a. Recreation Passport Grant submitted RP24-0115 Winthrop Junction Trailhead
 - 4. Negaunee ORV Trail Extension
 - a. Purchase Agreement signed waiting on Northview Co. 2 to sign and confirm a closing date, boundary line adjustment will be filed with Marquette County
 - 5. Lakenenland Extension
 - a. First priority is to work on wetland delineation and file for EGLE permitting, following that Coleman Engineering with work with IOHRA on proposed trail alignment and design to parallel current ORV trail
 - 6. IOHRA Office Relocation—move successful
- VIII. NEW BUSINESS
 - 1. Appt Millage Ballot Committee
 - 2. Election of Officers: Chairperson, Vice Chair-Secretary, Treasurer
 - 3. M35/Co Rd 492 Roundabout approval, MDOT
 - 4. Approve purchase of solar-powered flashing crossing signs for Co Rd 492
 - 5. Approve trail maintenance equipment from Northland Lawn, Sport & Equip
- IX. ADMINISTRATOR REPORT
- X. BOARD COMMENT
- XI. PUBLIC COMMENT
- XII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, June 26, 2024, 4:30 pm Ishpeming Senior Center and Zoom



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

- I. ROLL CALL: present: **Glenn Johnson**, secretary, Marquette Twp; **Don Britton**, chair, Chocolay Twp; **Dawn Hoffman**, Tilden Twp; **Jon Becker**, City of Negaunee; **Al Reynolds**, Negaunee Township; **Nick Leach**, City of Marquette
absence: Larry Bussone, City of Ishpeming
guests: Rob Katona, MiDNR; Ron Yesney, MIDNR; Mike Springer, Marquette Township alternate; Jim Brennan, supervisor Republic Township; Kathy Houghton, MI Assoc of Retired School Personnel; Derek Lindstrom, Yankee Doodle Dash-22 Events, LLC; Paul Schumacher, City of Marquette resident
- II. PUBLIC COMMENT (Agenda Items – Limit to three minutes)
 1. Mike Springer recommended, as previously, that the IOHRA purchase an OWL conference camera, he feels this will greatly enhance the quality of the online presentation being able to see who's speaking, he also suggested that the IOHRA see if there are schools in the vicinity of the IOHT that could benefit from a Safe Routes to School Grant submitted by the IOHRA
- III. APPROVAL OF CONSENT AGENDA: motion to approve **Hoffman**, second **Johnson**, ayes: all
 - A. March Minutes
 - B. Bills to be Paid
- IV. APPROVAL OF FINANCIAL REPORTS: motion to accept **Johnson**, second **Reynolds**, ayes: all
- V. APPROVAL OF AGENDA:
 1. Request from Ron Yesney, DNR U.P. Trails Coordinator, to add trail safety item to the agenda
 1. **Britton** accepted request
- VI. IOHT Event Approval:
 - A. Retired Teachers IOHT/Old Towne Bicycle ride and presentation, September 18: motion to approve **Johnson**, second **Becker**, ayes: all-motion carried
 - B. Yankee Doodle Dash, Chocolay Twp to City of Marquette and back, July 4: motion to approve **Leach**, second **Becker**, ayes: all-motion carried
- VII. OLD BUSINESS
 - A. Project Updates:
 1. Property Acquisition- (Koski Land TF22.0040 for clarification)
 - a. Offer to Purchase and Just Compensation signed
 - b. Unanimous Written Consent Resolution- need board signaturesNo motions needed
 2. Negaunee Boardwalk
 - a. Beaver trapper brought in by MiDNR to address water levels: Katona from the DNR said the trapper has been removing beaver and seems to be a common problem across the U.P. this spring.
 3. Winthrop Junction Trailhead Parking Lot

- a. Board to vote on a Recreation Passport Grant Resolution motion to pass resolution **Leach**; second **Johnson**, roll call vote: **Johnson**, yes; **Britton**, yes; **Hoffman**, yes; **Becker**, yes; **Reynolds**, yes; **Leach**, yes-motion carried
 - b. Resolution passed, Hendrickson will submit this to the RP24-0115 application
- 4. Negaunee ORV Trail Extension
 - a. Approve Purchase Agreement with Northview Co. 2
Accept purchase agreement for \$4400 plus preparation and recording fee of deed motion by **Becker**: second by **Johnson**, aye: all-motion carried
- 5. Lakenenland Extension
 - a. Will be meeting with Coleman Engineering in May, no updates
- 6. Trailhead Recognition of Marquette Co. Interscholastic Cycling Achievement
 - a. Present signage mockup for acceptance, size, style and placement accepted. 12"X18" metal sign to be placed at Negaunee Twp Trailhead
- 7. Celebrate Trails Day, Saturday, April 27: primarily a media event encouraging people to get out on the trail and help out if interested, IOHT awareness
- 8. IOHRA Office Relocation—moving April 29 & 30, Don Britton will be available to help and provide an enclosed trailer, they guys at Peninsula Solar said they would help care large items down the stairs at Harlow Block

VIII. NEW BUSINESS

- 1. Resolution and Ballot Language for Republic Township Millage, November Election: Millage to be set at .197 mills to be in line with participating municipalities, ballot language presented, present to public in simplest terms the benefits and costs based on assessed property tax value: motion to accept resolution and ballot language motioned by **Leach**, seconded by **Hoffman**, roll call vote: **Johnson**, yes; **Britton**, yes; **Hoffman**, yes; **Becker**, yes; **Reynolds**, yes; **Leach**, yes: motion carried
- 2. Review and accept trail repair estimates between Stoneville & Winthrop Jct and grading from Negaunee ice arena to 7th Street, Ishpeming by ATP, LLC motion to accept estimates motioned by **Hoffman**, seconded by **Becker**, ayes: all-motion carried
- 3. Letter to U.S. Post Office to forward mail from 102 W. Washington #232, Marquette to PO Box in Negaunee
motion by **Johnson** to draft a letter to USPS to change mailing address, seconded by **Reynolds**, ayes: all-motion carried
- 4. New Item: Trail Safety issue: presented by Ron Yesney regarding the section of trail between Eagle Mills and Smith Paving quarry, bench-cut trail with abrupt large I-beam posts with wooden beam rails, there has been one snowmobile fatality from hitting the end of the rail, Ron proposes that wings be added to the ends of the rails to deflect impact; temporary solution is to add hazard markers and crush barrels to the end of the rails with long term modify railings; Ron, Don and Bob will go out for a site visit and make recommendations to the board

IX. ADMINISTRATOR REPORT: Celebrate Trails Day, Saturday, April 27

X. BOARD COMMENT: Aspen Ridge Family Night, May 22, IOHRA will be participating

XI. PUBLIC COMMENT: Paul Schumacker asked about grading in Marquette Twp to smooth a rough patch, we do not grade that area but will examine the section and make repairs, Mike Springer was not happy with the online experience and asked about availability of meeting documents online

XII. ADJOURNMENT

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

Iron Ore Heritage Recreation Authority

Balance Sheet

As of April 30, 2024

	Apr 30, 24
ASSETS	
Current Assets	
Checking/Savings	
003-005 · U.P. State Bank CD	201,696.21
003-003 · Nicolet Bank CD	101,224.14
001-006 · Embers Savings	13.31
001-005 · nicolet promontory acct	580,467.71
001-004 · nicolet bank checking account	50,410.37
Total Checking/Savings	933,811.74
Accounts Receivable	
018-000 · Taxes Receivable	
018-001 · Taxes Receivable - Tilden	-580.33
018-002 · Taxes Receivable - Ishpeming	1,662.22
018-003 · Taxes Receivable - Negaunee	456.12
018-004 · Taxes Receivable - Neg Twp	-1,775.83
018-005 · Taxes Receivable - Mqt Twp	705.48
018-006 · Taxes Receivable - Marquette	-1,544.03
018-007 · Taxes Receivable - Chocolay	-656.35
018-011 · Taxes Receivable - Rep Twp	546.04
Total 018-000 · Taxes Receivable	-1,186.68
018-009 · Grants Receivable	5,600.00
Total Accounts Receivable	4,413.32
Other Current Assets	
018-013 · Taxes Receivable - unassigned	55,391.95
Total Other Current Assets	55,391.95
Total Current Assets	993,617.01
TOTAL ASSETS	993,617.01
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202-000 · Accounts Payable	606.87
Total Accounts Payable	606.87
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-9.24
204-000 · Accrued Wages	7,452.68
203-000 · Unearned revenue	193,484.94
200-258 · Federal Taxes	954.14
200-259 · State Taxes	196.16
Total Other Current Liabilities	202,078.68
Total Current Liabilities	202,685.55
Total Liabilities	202,685.55
Equity	
395-000 · Unrestricted Net Assets	608,351.61
Net Income	182,579.85
Total Equity	790,931.46
TOTAL LIABILITIES & EQUITY	993,617.01

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
January through April 2024

	<u>Jan - Apr 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	242.28	96.02	252.3%
401-000 · Taxes	216,108.66	349,754.00	61.8%
664-000 · Interest	8,100.28	5,600.00	144.6%
671-000 · Other Revenue	100.00	0.00	100.0%
Total General Revenue	224,551.22	355,450.02	63.2%
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	167,500.00	0.0%
Total Restricted	0.00	167,500.00	0.0%
Total Program Revenue	0.00	167,600.00	0.0%
Total Income	224,551.22	523,050.02	42.9%
Gross Profit	224,551.22	523,050.02	42.9%
Expense			
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenance	1.02		
62890 · Rent, Parking, Utilities	1,541.14	1,700.00	90.7%
Total 62800 · Facilities and Equipment	1,542.16	1,700.00	90.7%
701-000 · Payroll			
701-003 · Direct Deposit Fee	1.75		
701-001 · Salaries and Wages	20,769.21	20,000.00	103.8%
701-002 · Payroll taxes	1,702.84	1,500.00	113.5%
Total 701-000 · Payroll	22,473.80	21,500.00	104.5%
727-000 · Office Supplies	50.20	400.00	12.6%
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	867.23	600.00	144.5%
800-002 · Postage, Mailing Service	36.00	75.00	48.0%
800-004 · Volunteer Recognition	0.00	350.00	0.0%
Total 800-000 · Operations	903.23	1,025.00	88.1%
800-956 · Insurance - Workers' Comp	506.00	0.00	100.0%
802-000 · Accounting Contract Services	210.00	4,290.00	4.9%
803-000 · Professional Services Fees	3,930.00	3,000.00	131.0%
850-000 · Telephone, Telecommunications	347.02	440.00	78.9%
860-000 · Travel and Meetings	395.89	500.00	79.2%
870-000 · Board Meeting Expenses	0.00	80.00	0.0%

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
January through April 2024

	<u>Jan - Apr 24</u>	<u>Budget</u>	<u>% of Budget</u>
880-000 · Marketing			
880-005 · Print advertising	196.50	750.00	26.2%
881-000 · Public Relations	470.83	200.00	235.4%
884-000 · Website	0.00	1,750.00	0.0%
885-000 · Logo Apparel	701.88	850.00	82.6%
Total 880-000 · Marketing	<u>1,369.21</u>	<u>3,550.00</u>	<u>38.6%</u>
900-000 · Printing and Publishing	0.00	600.00	0.0%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	0.00	3,600.00	0.0%
Total 970-100 · Signage	<u>0.00</u>	<u>3,600.00</u>	<u>0.0%</u>
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%
970-204 · ORV Trail Work	0.00	15,935.00	0.0%
970-202 · Trail Supplies	199.62	1,300.00	15.4%
970-206 · Grooming Expenses	0.00	1,800.00	0.0%
Total 970-200 · Trail Expense	<u>212.87</u>	<u>169,735.00</u>	<u>0.1%</u>
970-300 · Engineering	<u>10,030.99</u>	<u>53,666.00</u>	<u>18.7%</u>
Total 970-000 · Capital Outlay	<u>10,243.86</u>	<u>227,001.00</u>	<u>4.5%</u>
990-000 · Debt Service			
990-002 · Bank Fees	0.00	20.00	0.0%
Total 990-000 · Debt Service	<u>0.00</u>	<u>20.00</u>	<u>0.0%</u>
Total Expense	<u>41,971.37</u>	<u>264,106.00</u>	<u>15.9%</u>
Net Ordinary Income	<u>182,579.85</u>	<u>258,944.02</u>	<u>70.5%</u>
Net Income	<u><u>182,579.85</u></u>	<u><u>258,944.02</u></u>	<u><u>70.5%</u></u>

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

April 2024

	Apr 24	Budget	% of Bud...
Ordinary Income/Expense			
Income			
General Revenue			
401-000 · Taxes	0.00	-126.00	0.0%
664-000 · Interest	1,427.63	1,400.00	102.0%
671-000 · Other Revenue	100.00	0.00	100.0%
Total General Revenue	1,527.63	1,274.00	119.9%
Program Revenue			
Restricted			
539-000 · State Grants	0.00	16,800.00	0.0%
Total Restricted	0.00	16,800.00	0.0%
Total Program Revenue	0.00	16,800.00	0.0%
Total Income	1,527.63	18,074.00	8.5%
Gross Profit	1,527.63	18,074.00	8.5%
Expense			
62800 · Facilities and Equipment			
62890 · Rent, Parking, Utilities	194.34	425.00	45.7%
Total 62800 · Facilities and Equipment	194.34	425.00	45.7%
701-000 · Payroll			
701-001 · Salaries and Wages	4,615.38	5,000.00	92.3%
701-002 · Payroll taxes	361.07	375.00	96.3%
Total 701-000 · Payroll	4,976.45	5,375.00	92.6%
727-000 · Office Supplies	14.83	100.00	14.8%
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	57.70	0.00	100.0%
800-002 · Postage, Mailing Service	9.25	0.00	100.0%
800-004 · Volunteer Recognition	0.00	350.00	0.0%
Total 800-000 · Operations	66.95	350.00	19.1%
800-956 · Insurance - Workers' Comp	508.00	0.00	100.0%
802-000 · Accounting Contract Services	0.00	4,000.00	0.0%
803-000 · Professional Services Fees	0.00	500.00	0.0%
850-000 · Telephone, Telecommunications	176.02	110.00	160.0%
860-000 · Travel and Meetings	395.89	0.00	100.0%
870-000 · Board Meeting Expenses	0.00	20.00	0.0%
880-000 · Marketing			
881-000 · Public Relations	470.83	0.00	100.0%
885-000 · Logo Apparel	460.00	0.00	100.0%
Total 880-000 · Marketing	930.83	0.00	100.0%
900-000 · Printing and Publishing	0.00	300.00	0.0%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	0.00	3,600.00	0.0%
Total 970-100 · Signage	0.00	3,600.00	0.0%
970-200 · Trail Expense			
970-204 · ORV Trail Work	0.00	15,935.00	0.0%
970-202 · Trail Supplies	-56.28	500.00	-11.3%
970-206 · Grooming Expenses	0.00	1,800.00	0.0%
Total 970-200 · Trail Expense	-56.28	18,235.00	-0.3%
970-300 · Engineering	0.00	21,666.00	0.0%
Total 970-000 · Capital Outlay	-56.28	43,501.00	-0.1%
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	7,205.03	54,686.00	13.2%
Net Ordinary Income	-5,677.40	-36,612.00	15.5%
Net Income	-5,677.40	-36,612.00	15.5%