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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING AGENDA
WEDNESDAY, OCTOBER 23, 2024, 4:30pm
Ishpeming Multi-purpose Senior Center, Ishpeming**

- 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. OLD BUSINESS
 - A. Project Updates:
 1. Koski Property Acquisition
 - a. Reimbursement completed, \$153,000
 2. Negaunee Boardwalk
 - a. Water flooding in marshland working with CN Railroad to resolve problem
 - b. Worked with FloLine Media to do an ariel survey a drone
 3. Negaunee ORV Trail Extension
 - a. Culvert installation delayed due to flooding
 - b. Mine Safety Fencing projects nearly complete
 4. Lakenenland Extension
 - a. Delineation report
- VII. NEW BUSINESS
 1. IOHRA 2024 Budget Amendment (role call vote)
 2. Millage Committee Report: media, key people, U.S. Postal EDDM
 3. Mike Springer submitted his resignation from the IOHRA board as alternate for Marquette Twp
- VIII. ADMINISTRATOR REPORT
- IX. BOARD COMMENT
- X. PUBLIC COMMENT
- XI. ADJOURNMENT

NEXT MEETING DATE: Wednesday, November 20, 2024, 4:30 pm Ishpeming Senior Center



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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING AGENDA
MONDAY, SEPTEMBER 30, 2024, 4:30pm
Ishpeming Multi-purpose Senior Center, Ishpeming**

- I. **ROLL CALL: Jon Becker, Dawn Hoffman, Don Britton, Glenn Johnson, Nick Leach, Larry Bussone
guests: Jim Brennan-Republic Twp, Rob Katona-MiDNR**
- II. **PUBLIC COMMENT (Agenda Items – Limit to three minutes) none**
- III. **APPROVAL OF CONSENT AGENDA: Hoffman motions to accept, Johnson seconds, aye-all**
 - A. **March Minutes**
 - B. **Bills to be Paid**
- IV. **APPROVAL OF FINANCIAL REPORTS: Hoffman motions to accept, Becker seconds, aye-all**
- V. **APPROVAL OF AGENDA: Johnson motioned to approve agenda, Leach seconded with the correction
of the day the meeting is taking place which is on Monday and not Wednesday, aye-all**
- VI. **OLD BUSINESS**
 - A. **Project Updates:**
 1. **Koski Property Acquisition**
 - a. **Michigan Trails & Greenways Alliance Catalyst Grant: grant request for \$7000
to conduct a topographical survey of trail options and start trail
development layout; also approved to have Bussone work on mapping out
land segment south of IOHT for purchase from O'Dovero Development,
estimate size is less than 2 acres, work with NTN on single-track trail
development**
 - b. **Letter of Geological Review Required due to Mineral Rights Uncertainty:
contacted Dick Zeigler, NMU geography professor, to conduct the review
and submit a letter to the IOHRA on his findings, this will then be submitted
to the MiDNR Grant Coordinator for review and approval**
 2. **Negaunee Boardwalk**
 - a. **Dedication October 10: time adjusted to 3pm as to not conflict with the Iron
Industry Museum's land acquisition dedication**
 3. **Negaunee ORV Trail Extension**
 - a. **Culvert to be installed the first week of October: this is on hold due to back-
water flooding**
 - b. **Mine Safety Fencing needs to be installed prior to opening the trail: fencing
project progressing, estimated out fencing projects to be completed by the
end of October.**
 4. **Lakenenland Extension**
 - a. **EGLE pre-application Sept. 24 meeting report. EGLE requested that the
wetlands along the trail be delineated, if delineation comes under .3 acres
no problem, if it's bigger then we will need to look at mitigation Coleman
Engineering does not have staff that does delineation and it will need to be
subcontracted out, estimation of the cost for a delineation would be \$6000:
Leach motions to approve the expense of a delineation study, Johnson
supports, aye-all**

VII. NEW BUSINESS

1. Winthrop Junction Trailhead Recreation Passport preliminary score 100, supplemental submitted: **Parking islands were removed to allow snow plowing in the winter which will allow year-round use of the trailhead, connectivity to the IOHT was also drawn in along with clarification of amenities such as a bike rack and entrance signage, where the project is taking its biggest hit on grant points is not taking into account is not having a letter of support from SAIL along with lack of universal access. Supplemental support material submitted and if it doesn't make the cut for this year's funding we'll have a good start on the next round, recommend getting a letter of support from SAIL and from MIDNR to address need for a parking/trailhead like this for the area.**
2. Millage Committee Report: brochures, media, key people, U.S. Postal EDDM: purchased a political ad package with The Mining Journal to run the three concurrent Saturday's leading up to the election along with web banner; Hendrickson will be attending the Humboldt Senior Meal on Oct. 9 and Moose Country Snowmobile & ORV Club on Oct. 10; brochures are being distributed and media campaign has started with TV and radio interviews, we plan to send out an Every Door Direct Mailing mid-October; we have budgeted \$3000 for the millage campaign

VIII. ADMINISTRATOR REPORT: Hendrickson attended the MIDNR Trails Division State Trail Summit in Lansing, September 25 & 26; good discussions and connections made with other trail representatives from across the state

IX. BOARD COMMENT: Hoffman express the need for wayfinding signage for the IOHT going west from Ishpeming, specifically from Cliffs Mine Shaft Museum to where the IOHT continues after the Ishpeming Senior Center; the rest of the board agreed that there are several locations along the trail which could use better wayfinding, Hendrickson will make a list and put it on the 2025 maintenance project list, a number of interpretive panels also need to be redone due to aging; Leach expressed concern with the term of multi-use trail which some people may imply that anything goes, such is the case east of Negaunee and CoRd492, Leach also indicated that the IOHRA board could have a dynamic change coming up next year with Britton leaving and needing to replace the Negaunee Twp board member, in addition to the possibility of having Ely, Humboldt & Republic onboard if the millage passes, Leach also said that term limits repeal is on the City of Marquette ballot which may have impact of his board representation

X. PUBLIC COMMENT: none

XI. ADJOURNMENT : *Leach motioned to adjourn at 5:35pm, Johnson seconded; aye-all*

NEXT MEETING DATE: Wednesday, October 23, 2024, 4:30 pm Ishpeming Senior Center

Iron Ore Heritage Recreation Authority
Balance Sheet

As of September 30, 2024

	Sep 30, 24
ASSETS	
Current Assets	
Checking/Savings	
003-006 · U.P. State Bank Savings	205,539.29
003-003 · Nicolet Bank CD	102,478.88
001-006 · Embers Savings	13.31
001-005 · nicolet promontory acct	162,871.68
001-004 · nicolet bank checking account	7,518.73
Total Checking/Savings	478,419.89
Accounts Receivable	
018-000 · Taxes Receivable	
018-001 · Taxes Receivable - Tilden	-14.68
018-002 · Taxes Receivable - Ishpeming	-0.33
018-003 · Taxes Receivable - Negaunee	-2.93
018-004 · Taxes Receivable - Neg Twp	-58.74
018-005 · Taxes Receivable - Mtq Twp	-60.44
018-006 · Taxes Receivable - Marquette	-211.08
018-007 · Taxes Receivable - Chocolay	-8.25
018-011 · Taxes Receivable - Rep Twp	-150.48
Total 018-000 · Taxes Receivable	-508.91
018-009 · Grants Receivable	5,600.00
Total Accounts Receivable	5,093.09
Other Current Assets	
018-013 · Taxes Receivable - unassigned	55,391.95
Total Other Current Assets	55,391.95
Total Current Assets	538,904.93
Fixed Assets	
130-002 · Land - Northview	4,578.75
Total Fixed Assets	4,578.75
TOTAL ASSETS	543,483.68
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202-000 · Accounts Payable	-6,850.00
Total Accounts Payable	-6,850.00
Credit Cards	
Nicolet National Bank	22.25
Total Credit Cards	22.25
Other Current Liabilities	
204-000 · Accrued Wages	7,452.68
203-000 · Unearned revenue	179,613.55
200-258 · Federal Taxes	994.76
200-259 · State Taxes	708.54
Total Other Current Liabilities	188,669.53
Total Current Liabilities	181,841.78
Total Liabilities	181,841.78
Equity	
395-000 · Unrestricted Net Assets	808,351.61
Net Income	-246,709.71
Total Equity	361,641.90
TOTAL LIABILITIES & EQUITY	543,483.68

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

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	515.34	199.95	257.7%
401-000 · Taxes	379,115.15	349,654.00	108.4%
664-000 · Interest	17,945.81	10,800.00	166.2%
671-000 · Other Revenue	719.00	506.00	142.1%
Total General Revenue	398,295.30	361,159.95	110.3%
Program Revenue	181.90	477,865.00	0.0%
Total Income	398,477.20	839,024.95	47.5%
Gross Profit	398,477.20	839,024.95	47.5%
Expense			
840-000 · IOHT Maintenance Truck	339.90		
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenance	374.41		
62890 · Rent, Parking, Utilities	3,652.84	3,825.00	95.5%
Total 62800 · Facilities and Equipment	4,027.25	3,825.00	105.3%
701-000 · Payroll	50,410.06	48,375.00	104.2%
727-000 · Office Supplies	189.59	900.00	21.1%
730-000 · Office Equipment	105.98	0.00	100.0%
740-000 · Merchandise expense			
741-000 · Decal expense	477.00		
740-000 · Merchandise expense - Other	101.88		
Total 740-000 · Merchandise expense	578.88		
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	2,283.14	1,400.00	163.1%
800-002 · Postage, Mailing Service	224.85	150.00	149.9%
800-004 · Volunteer Recognition	0.00	750.00	0.0%
800-000 · Operations - Other	56.11		
Total 800-000 · Operations	2,564.10	2,300.00	111.5%
800-955 · Insurance - Liability, D and O	2,634.00	1,900.00	138.6%
800-956 · Insurance - Workers' Comp	506.00	0.00	100.0%
801-000 · outside contract services	70.00		
802-000 · Accounting Contract Services	6,807.50	6,460.00	105.4%
803-000 · Professional Services Fees	9,808.75	4,250.00	230.8%
850-000 · Telephone, Telecommunications	871.51	990.00	88.0%
860-000 · Travel and Meetings	123.84	1,350.00	9.2%
870-000 · Board Meeting Expenses	303.09	180.00	168.4%

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

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>% of Budget</u>
880-000 · Marketing			
880-005 · Print advertising	419.00	2,250.00	18.6%
881-000 · Public Relations	470.83	1,700.00	27.7%
884-000 · Website	0.00	1,750.00	0.0%
885-000 · Logo Apparel	701.88	1,000.00	70.2%
Total 880-000 · Marketing	<u>1,591.71</u>	<u>6,700.00</u>	<u>23.8%</u>
900-000 · Printing and Publishing	1,282.00	900.00	142.4%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	2,320.94	4,100.00	56.6%
970-102 · Acknowledgement signs	439.00	500.00	87.8%
970-103 · Interpretive signs	0.00	2,000.00	0.0%
970-104 · Trail mile marker expense	0.00	1,350.00	0.0%
Total 970-100 · Signage	<u>2,759.94</u>	<u>7,950.00</u>	<u>34.7%</u>
970-200 · Trail Expense			
970-216 · Lakenenland	0.00	175,000.00	0.0%
970-215 · Acquisition	148,833.07	150,700.00	98.8%
970-214 · Boardwalk	323,480.48	287,000.00	112.7%
970-211 · Negaunee Township Trailhead	13.25	0.00	100.0%
970-204 · ORV Trail Work	65,180.95	89,515.00	72.8%
970-208 · trail head	53.89		
970-202 · Trail Supplies	3,069.74	5,050.00	60.8%
970-203 · Trail Maintenance	1,569.04	25,000.00	6.3%
970-206 · Grooming Expenses	0.00	1,800.00	0.0%
970-200 · Trail Expense - Other	133.51		
Total 970-200 · Trail Expense	<u>542,333.93</u>	<u>734,065.00</u>	<u>73.9%</u>
970-300 · Engineering	<u>17,670.99</u>	<u>75,332.00</u>	<u>23.7%</u>
Total 970-000 · Capital Outlay	<u>562,964.86</u>	<u>817,347.00</u>	<u>68.9%</u>
990-000 · Debt Service			
990-002 · Bank Fees	7.89	45.00	17.5%
Total 990-000 · Debt Service	<u>7.89</u>	<u>45.00</u>	<u>17.5%</u>
Total Expense	<u>645,186.91</u>	<u>895,522.00</u>	<u>72.0%</u>
Net Ordinary Income	<u>-246,709.71</u>	<u>-56,497.05</u>	<u>436.7%</u>
Net Income	<u><u>-246,709.71</u></u>	<u><u>-56,497.05</u></u>	<u><u>436.7%</u></u>

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

September 2024

	Sep 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
General Revenue			
401-000 - Taxes	87,312.91	0.00	100.0%
664-000 - Interest	300.19	1,000.00	30.0%
671-000 - Other Revenue	0.00	506.00	0.0%
Total General Revenue	87,613.10	1,506.00	5,817.6%
Program Revenue			
Unrestricted			
642-000 - Promo Sales	0.00	200.00	0.0%
Total Unrestricted	0.00	200.00	0.0%
Restricted			
538-000 - ORV State Grant	0.00	30,330.00	0.0%
674-003 - Mile Marker	0.00	750.00	0.0%
Total Restricted	0.00	31,080.00	0.0%
Total Program Revenue	0.00	31,280.00	0.0%
Total Income	87,613.10	32,786.00	267.2%
Gross Profit	87,613.10	32,786.00	267.2%
Expense			
840-000 - IOHT Maintenance Truck	77.60		
62800 - Facilities and Equipment			
62890 - Rent, Parking, Utilities	409.46	425.00	96.3%
Total 62800 - Facilities and Equipment	409.46	425.00	96.3%
701-000 - Payroll	5,135.46	5,375.00	95.5%
727-000 - Office Supplies	22.25	100.00	22.3%
800-000 - Operations			
800-001 - Books, Subscriptions, Reference	68.84	0.00	100.0%
800-002 - Postage, Mailing Service	18.40	0.00	100.0%
Total 800-000 - Operations	87.34	0.00	100.0%
802-000 - Accounting Contract Services	0.00	50.00	0.0%
803-000 - Professional Services Fees	800.00	0.00	100.0%
850-000 - Telephone, Telecommunications	105.18	110.00	95.6%
860-000 - Travel and Meetings	0.00	100.00	0.0%
870-000 - Board Meeting Expenses	0.00	20.00	0.0%
880-000 - Marketing			
880-005 - Print advertising	222.50	1,000.00	22.3%
Total 880-000 - Marketing	222.50	1,000.00	22.3%
970-000 - Capital Outlay			
970-100 - Signage			
970-105 - trail safety signage	1,815.94	0.00	100.0%
970-104 - Trail mile marker expense	0.00	450.00	0.0%
Total 970-100 - Signage	1,815.94	450.00	403.5%
970-200 - Trail Expense			
970-216 - Lakemeland	0.00	67,500.00	0.0%
970-214 - Boardwalk	3,700.00	0.00	100.0%
970-204 - ORV Trail Work	28,421.40	0.00	100.0%
970-202 - Trail Supplies	2,140.85	500.00	428.2%
970-203 - Trail Maintenance	13.75	5,000.00	0.3%
Total 970-200 - Trail Expense	34,276.00	93,000.00	36.9%
970-300 - Engineering	632.50	0.00	100.0%
Total 970-000 - Capital Outlay	35,724.44	93,450.00	39.3%
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	43,984.23	100,635.00	43.1%
Net Ordinary Income	44,228.87	-67,849.00	-65.2%
Net Income	44,228.87	-67,849.00	-65.2%

4:33 PM
10/15/24

Iron Ore Heritage Recreation Authority
Deposit Detail
September 2024

Type	Date	Name	Account	Amount
Deposit	09/30/2024		001-005 · nicolet promontory acct	300.19
			664-000 · Interest	-300.19
TOTAL				-300.19
Deposit	09/24/2024		001-004 · nicolet bank checking acc...	87,312.91
Payment	08/29/2024	City of Negaunee taxes	001-001 · Undeposited Funds	-2.93
Payment	09/10/2024	City of Marquette taxes	001-001 · Undeposited Funds	-13,154.16
Payment	09/20/2024	City of Marquette taxes	001-001 · Undeposited Funds	-74,155.82
TOTAL				-87,312.91

4:35 PM

10/15/24

Accrual Basis

Iron Ore Heritage Recreation Authority

Transaction Detail by Account

September 2024

Num	Name	Memo	Amount
001-004 - nicolet bank checking account			
1811	Marquette County YMCA	Office Rent	-350.00
	QuickBooks Payroll Service	Created by Payroll Service on 09/06/2024	-1,969.14
41035	Robert J Hendrickson	Direct Deposit	0.00
1812	Globe Printing	Millage Brochure Printing	-222.50
1813	Wolverine Door	Gate Locks	-245.88
EFT	United States Treasury	26-1571652	-994.76
1814	OK Rental	ORV Grant Tools	-1,182.39
1816	Nicolet National Bank	IOHRA CC Payment	-943.77
	QuickBooks Payroll Service	Created by Payroll Service on 09/20/2024	-1,969.12
1819	ATP	2024 ORV Maintenance 2nd Grading/Gravel	-28,421.40
1818	Marquette BLP		-46.21
1817	Marquette BLP	Utilities for Negaunee Twp Trailhead	-13.25
		Deposit	87,312.91
41036	Robert J Hendrickson	Direct Deposit	0.00
1823	Coleman Engineering	Lakenenland Extension Wetland Delineation	-632.50
1822	Marquette County Road Com...	Purchase & Install 30X30 Solar Crossing Sign...	-1,815.94
1821	Steward & Sheridan P.L.C.	Reimbursement Filing for Grant TF22.0047-174	-600.00
1825	Superior Paving	2024 ORV Improvement paving approaches ...	-6,850.00
1824	U.P. Fabricating Co., Inc.	Marshland Boardwalk Benches X2	-3,700.00
1820	Verizon	IOHRA Cell Phone Service	-74.93
Total 001-004 - nicolet bank checking account			37,281.12
TOTAL			37,281.12