

Lake Vermilion Trail Steering Committee
Meeting #20 Notes
11/8/17 – MN DNR Conference Room, Tower

Called to order at 10:04 AM

Attendees

John Bassing – *Greenwood Township*

Joan Broten – *Minnesota DNR*

Cathi Hively – *Beatty Township*

Holly Larson – *National Park Service*

Steve Lotz – *Vermilion Lake Township*

Josh Gilson - *Lake Vermilion Resort Association*

Carol Booth - *Beatty Resident*

Lee Peterson—*Greenwood Resident*

Greg Dostert – *Breitung Township*

Sue Wolfe – *Owens Township*

Linda Keith – *City of Tower*

1. Updates –

- a. Carol Booth has been in contact with Char Conger who will continue with the Trail's face book page and on-line media and will also work with Carol on a banner design.

2. Administration

- a. 2nd Round Joint Powers Agreement Review for Board/Council Approval
 - i. Report on completed meetings – Carol Booth and Sidra Starkovich presented at Bois Forte at their November 1 meeting and the JPA was adopted unanimously. Bois Forte will appoint a representative in mid-December.
 - ii. Schedule future meetings – the St. Louis County Board tabled the JPA until their meeting on November 28, which will be held at the Cherry Town Hall. (Note that the date of November 28 was correct on 11-8-17 but has since changed)
- b. Recruiting Joint Powers Board members and Volunteers – Cook is working on it. Greenwood has a candidate in mind. Owens is looking for an active younger person as a representative, which has not met with success to date. The Timberjay will have an article in the upcoming issue laying out the need and will also have a link to the Trail's face book page. It was decided to have the first Board meeting on January 4, 2018 beginning at 10 am at the Greenwood Town Hall. An informational packet will be assembled for incoming Board members and Linda Keith will draft a notice for the meeting that she will distribute to the various Clerks for posting.

- c. Legal details – The version of the JPA that has been approved by the various bodies lists Breitung Township, which decided not to participate. Tower's attorney has advised that an amended JPA, which does not have Breitung listed as a member, be approved by the bodies participating. This is on hold until the outcome of the November 28 St. Louis County Board meeting is known. Linda Keith will also work on a revised format for the signatures pages and will distribute the revised JPA to the various Clerks.
- d. Future meeting facilitation – the Federal government is funded through December 5. Holly Larson's status beyond that date is uncertain. Carol Booth would continue as Chair.

3. Communication/Public Relations

- a. Carol Booth provided an interview to Melissa Roach of the Timberjay newspaper for an upcoming article. Once the St. Louis County Board takes action on the JPA Carol will work with Char Conger to update the Trail's face book page.
- b. Banner purchase update – Carol will work with Char on the banner design and/or with one of the earlier suggested vendors.
- c. Business cards- Joan Broten is working on a design proof with the Timberjay. The layout was discussed and it was decided that the card should have the logo, website and face book information, with most or all of the vision statement printed on the back.
- d. Brochures – the present version needs to be updated to reflect Breitung's decision to not participate but may require changes once the St. Louis County Board make a decision. The donation insert is also problematic and could be eliminated by going from a letter size format to a legal size format with one added fold to be torn off as needed.

4. Fundraising

- a. Linda Keith provided an update on the Trail Fund balance. Donations through October total \$1,492.85 and interest adds 2.73 less expenditures of 764.73 gives a fund balance on October 31 of 730.85.
- b. Grants
 - i. Holly Larson provided an update on the MN DOT Transportation Alternatives Grant. The grant would be for 80% of construction costs. She along with Lee Peterson and Steve Lotz walked possible routes from Tower to West Two Road on 10-11-17. Tower has plans for a trail from the Mesabi Trail head to Enterprise Drive as apart of their Harbor Project. A letter of intent for a trail segment from Enterprise Drive in Tower to the east end of West Two Road has been sent using a very general construction cost of \$400,000, which would be 320,000 grant and an 80,000 match. State money could be used for a match. There would be a five year process before grant dollars would be available. St. Louis County would have to be the applicant. The route would require crossing State, Tower, and private lands. The majority of the

private easement would be across KGM land, part of which is utilized as a borrow pit. Joan Broten will contact parties at KGM about a possible easement. A better cost estimate will be required. Linda Keith will check with Tower's engineering firm SEH on the cost to provide an estimate of construction costs for the segment. Joan Broten, second by John Bassing to go forward with the TA grant process contingent on a favorable response from KGM. All aye, carried.

- ii. State Farm – an application was submitted on 10-31-17 under the neighborhood revitalization category for a total of \$15,000 including 3,000 for ARDC for work on the Master Plan, 4,000 for legal assistance for obtaining easements, and 8,000 for engineering for preliminary design work.
- iii. The IRRRB has funds left for Culture and Tourism grants.
- iv. Blandin – Josh Gilson has been looking into grant possibilities with Blandin and reported grants were available from 1,000 to 10,000, 10,000 to 50,000, and 50,000 and up. He believes that the Trail is a decent fit with the grant criteria of health, safety, recreation, and communities. A letter of inquiry is the starting point and he offered to write the letter if provided with Trail letterhead. It was noted that Marshall Helmberger and Jodi Summit of the Timberjay are graduates of Blandin's Editors and Publishers Program.
- c. Online fundraising - Josh Gilson looked into Give to the Max Day (11-16-17) and reported that there was a 4% to 6% fee held back from the donations. He will have a Trail option set up by 11-10-17 and will be the administrator. It will be helpful to get links setup on facebook and the website for Give to the Max Day to be successful. He also reviewed Kickstarter and reported that it would be a good fit for future small scale and specific projects. In doing this checking he found the need for a specific and non-personal Trail email address and set up vermilionbiketrail@gmail.com.
- d. Joan Broten will contact Minnesota Power and the Tower Fire Department about donations.

5. Trail Development

- a. A search will be made for samples of "Letter of Intent" from property owners for future easements.
- b. Preliminary design/cost estimating – As noted in 4.b.i above Linda Keith will check with Tower's engineering firm SEH for a cost for the construction cost estimate.

6. Master Plan

- a. Holly Larson will write up policy issues.

**NEXT MEETING: Wednesday, December 13, 2017 10 a.m. to Noon
at the Greenwood Town Hall on County Road 77**