
NORTH SHORE MANAGEMENT BOARD

Wednesday, July 6th, 2022 6:00 PM

Tettegouche State Park / Zoom

Agenda

- I. **Welcome and Introductions**
 - a. Welcome
 - b. Approval of Agenda

- II. **Committee Business**
 - a. Approval of the April 13th, 2022 Meeting Minutes
 - b. Resolution: ARDC staffing invoice from April 1st, 2022 to June 30th, 2022.
 - c. Entity Invoice Update
 - d. Resolution: ARDC Staffing Contract Fiscal Year 2023
 - e. Elections

- III. **Erosion Hazard Zone Layer Project-*Brief Update and discussion***

- IV. **2023 North Shore Management Plan Update- *Project Scope Input and Potential Grant Application Discussion***

- V. **Short Term Rentals- *Brief Discussion***

- VI. **Other Business**
 - a. Gitchi-Gami Trail Association Update
 - b. North Shore Scenic Drive Council Update
 - c. Other Updates as Identified

- VII. **Upcoming NSMB Meeting Time and Location**

- VIII. **Adjourn**

North Shore Management Board

Wednesday, April 13th, 2022-6:00 PM

Zoom

Meeting Minutes

Board Members			
Attendee	Representing	Absentees	Representing
Chuck Voss	Silver Creek Township	Patrick Boyle	St. Louis County
Rich Sve	Lake County	Wade LeBlanc	City of Silver Bay
Robert Svaleson	Cook County	Tim Anderson	City of Beaver Bay
Derek Passe	City of Two Harbors	Kelly Swearingin	Grand Marais
Penelope Morton	Duluth Township		
Margaret Walkins	Grand Portage		
Technical Advisors			
Christine McCarthy	Lake County		
Tim Nelson	Cook County		
Tara Solem	Lake County SWCD		
Clinton Little	MN DNR		
Julie McDonnel	MN DNR		
Jennifer Sterbenz	City of Two Harbors		
Staff			
Justin Otsea	ARDC		

I. Welcome and Introductions

- a. The meeting was called to order at 6:01 PM by Chair Rich Sve.
- b. **Motion to approve the agenda** was made by Svaleson/Voss; passed unanimously.

II. Committee Business

- a. **Motion to approve January 19th, 2022 minutes** by Voss/Svaleson; passed unanimously.
- b. **Motion to approve Resolution for ARDC Staffing invoice from January 1st, 2022 to March 31st, 2022** by Passe/Svaleson; passed unanimously.
- c. **Update on Invoicing** – Grand Portage was outstanding but Justin is following up and anticipated no issues.

III. **Climate Resilience** -*Special Guest Abby Finis* -Abby provided a presentation outlining the science behind anticipated changes to the climate in Northeastern MN due to climate change. She provided a brief background of herself and proceeded to showcase how climate change is projected to impact Minnesota and some of the ongoing resilience planning happening in the state as well as resources available. Discussion followed summarized as: Grand Portage was able to successfully partner with MnDOT to get culverts on Highway 61 sized for 500 year floods instead of 100 year floods-increasing from culverts to bridges in some cases as a form of resilience planning, 300 foot buffer zone from all streams in Duluth Township's recently passed zoning ordinance are the largest in the state, how low lake levels can also increase erosion due to ice impacting different shoreline, an upcoming lake levels training course being developed by Sea Grant, Finland, MN being one of the highest solar per capita cities in the state, nuclear power options as well as some opportunities/request for Abby to present at other upcoming events. The Board thanked Abby for her time, and she planned to send out her slides after the meeting and would be available to anyone interested in collaborating more. Justin noted the link to the Climate Resilience Forum where he met Abby initially, which also contains recorded presentations for members to view if interested:

<https://www.dnr.state.mn.us/waters/lakesuperior/lake-superior-climate-resilience-forum.html>

IV. **Erosion Hazard Zone Layer Project**-Otsea updated the Board that ARDC Staff met with UMD on March 25th to discuss next steps. UMD had completed inputting approximately 90% of the 5 shorelines which will be utilized for the analysis, and developed a few questions for the TAC group. UMD staff joined ARDC to meet with the TAC and discuss focusing on breaking segments into jurisdictions and broadly discuss the project and outline some next steps. Once the DSAS analysis is complete, UMD will join the TAC group again to discuss the data and moving forward with the CEHM stakeholder group.

V. **Technical Advisory Committee**-Justin noted that the TAC met on April 11th as previously referenced. Other items of note included sharing the NSMB boundary with the MN GEO commons database for others to easily access. Charlie also cleaned up some broken links from the NSMB Plan story map, and we also discussed Lake County's Shoreline remediation review project to discuss possible collaboration opportunities. Consideration for a singular location for the existing short term rental ordinances was identified as a possible tool for members. Justin would investigate setting something up as a resource.

VI. **Short Term Rental**- Penny outlined that Duluth Township has developed a new Short Term Rental ordinance that was recently adopted by the Town Board. The ordinance is restrictive and seeks to promote full time residency within the Township. Jenn shared with the group that Two Harbors was in the process of revising their short term rental ordinance as well. Planning Commission recently finished a draft, notably placing a cap around 40 units which would not allow additional rentals to open due to the existing stock, Cook County is currently underway reviewing their ordinance as the initial sunset period closes this year, Lake County is looking into a housing study and considering a moratorium on rentals as well. Justin offered to create a resource page for the short term rental ordinance to be accessible to the group as a resource if necessary, and discussion at the Board level will continue as appropriate.

VII. Other Business

Gitchi-Gami Trail Association Update-*Provided by Executive Director Michelle Pierson*

MnDNR is working to host a Ribbon cutting event on June 14th for the Grand Marais to Cut Face Creek State Wayside and I think they are trying to do the Split Rock Campground Expansion Ribbon cutting on the same day. One will be at 10am, one at 2pm, but it has not been decided which one will happen when. We continue to advocate for \$4M to assist in 4 GGST projects in the current bonding bill.

Oliver Liu (DNR) sent on these updates earlier this month:

- There's been a lot of work and discussion surrounding Lutsen development for this year. Working with our Lands and Minerals Division, MnDOT and the Nelson family, I do not believe we'll have a completed permanent acquisition in place by the April 1st deadline imposed under State Aid. We have appeared, however, to have come to a reasonable alternative for a temporary easement acquisition in the interim. Lands and Minerals is still working expediently to get the full acquisition completed ASAP. On the other side of the permitting requirement, we are still working through wetland discussion.
- DNR is seeking a trail grant from American Trails. Given the feedback I've heard, we should emphasize efforts towards stabilization and erosion repairs for GM to Cutface following snowmelt, one estimate for this work is about \$14,000, but can be modified for less.
- Price estimation for fence repair of the GGST came out to \$35/linear foot leading to a whopping \$84,000(!). I'll have to table this effort for now and work with our crew to try dedicate 1 or 2 weeks so we can work on this. I'll also be examining segments of fence that can also be safely removed.
- **North Shore Scenic Drive Council Update**- Justin provided a brief update from the NSSDC including: seeking funding for the History Hikes initiative through the Historical Society, a potential Recreational Planning Workshop to discuss opportunities for collaboration in the region, providing letters of support for the ongoing byway solicitation, and possible collaboration with the Cook County Creative Economy Collaborative public art projects upcoming as Justin recently started staffing the group.

IV. Next meeting and in person discussion-The next meeting of the North Shore Management Board would be scheduled for 6:00 p.m. on a date to be determined by doodle poll, likely in July, held hybrid at Tettegouche.

V. Adjourn-There being no additional business, **a motion to adjourn was made by Passe/Svaleson**; passed unanimously and the meeting was adjourned.

ATTEST:

Rich Sve, Chair

Justin Otsea, Recording Secretary

INVOICE #5368
Element #170027-04

To: North Shore Management Board
221 W. First Street
Duluth, MN 55802

Date: June 30, 2022

For: Staffing Services from April 1, 2022 to June 30, 2022

Installment 4 of 4

Total Amount Due: \$3,625.00

Please make checks payable to: Arrowhead Regional Development Commission
221 West First Street
Duluth, MN 55802

(Please reference the Invoice #5368)

Project Updates:

- Prepare materials in advance of Quarter 3 Meeting (set for July 6th)
- TAC meeting held 6/23/22
- CHAOS network stakeholder interview 6/22/22
- Review of Variance, Conditional Use, and Interim Use Applications as necessary.

Contract Details to date:

<u>Contracted Amount:</u>	<u>Invoice #</u>	<u>Date</u>	<u>\$</u>	<u>14,500.00</u>
Element: 170027-01	5152	9.30.21	\$	3,625.00
Element: 170027-02	5226	12.31.21	\$	3,625.00
Element: 170027-03	5306	3.30.22	\$	3,625.00
Element: 170027-04	5368	6.30.22	\$	3,625.00
Remaining on Contract			\$	-

Thank you. Any questions please contact Barb Peterson - bpeterson@ardc.org or 218.529.7541



North Shore Management Board

Resolution

Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from April 1, 2022 through June 30, 2022

WHEREAS, North Shore Management Board is an authorized Joint Powers Board between the zoning authorities on Minnesota's North Shore of Lake Superior; and

WHEREAS, the Arrowhead Regional Development Commission (ARDC) is the fiscal agent for the North Shore Management Board; and

WHEREAS, the NSMB has contracted with ARDC for staffing services from July 1, 2021 to June 30, 2022; and

WHEREAS, ARDC has provided those services to the North Shore Management Board;

THEREFORE BE IT RESOLVED, the North Shore Management Board authorizes the payment to the Arrowhead Regional Development Commission in the amount of \$3,625.00 for staffing services for the invoice period of *April 1st, 2022 through June 30th, 2022*.

ATTEST:

NSMB Officer

7/6/22

Date

Recording Secretary

7/6/22

Date



EXHIBIT A

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION PROPOSAL:

NORTH SHORE MANAGEMENT BOARD STAFF ASSISTANCE

ARDC

ARDC is a multi-disciplined planning and development organization whose jurisdiction encompasses the Northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis. The mission of ARDC is to serve the people of the Arrowhead Region by providing local units of government and citizens groups a means to work cooperatively in identifying needs, solving problems and fostering local leadership.

This project is proposed by ARDC's Regional Planning Division. The professional planning staff for this project will be Senior Planner Justin Otsea.

SERVICES

ARDC staff will act as the Recording Secretary of the North Shore Management Board to provide staffing assistance to support the Association's mission. Justin Otsea and Michelle Pierson will primarily work at the direction of the president and board members of the North Shore Management Board.

ARDC's identified role includes:

- Attend all meetings of the Board
- Assist the Chair and Vice-Chair to set the agenda for these meetings
- Assist with notifying the Board of upcoming meetings
- Assist with the development and distribution of a preliminary agenda and associated meeting materials.
- Review variances, conditional use permits, and other relevant land use applications/issues within the management board and provide comment when necessary.

- Coordinate other ARDC staff tasks, including mapping and promotional material development
- Write grants for NSMB activities as directed by the Board
- Ensure compliance with terms of all grants and contracts
- Complete requested tasks if feasible and within the existing budget
- Continue to coordinate erosion hazard zone update project where appropriate and provide regular updates to the board and seek additional funds to supplement budget.
- Provide staffing assistance and attend Technical Advisory Committee Meetings as necessary.

TIMELINE

ARDC can commence work after **July 1st, 2022** shall continue until **June 30, 2023**.

BUDGET

The total cost for the project is **\$15,750**, which includes \$1,250 in ARDC matching funds. This will fund ARDC's personnel costs as well as mileage from Duluth for meetings, copying, printing, and other ARDC meeting coordination expenses.



North Shore Management Board

Resolution

Authorizing NSMB to enter into a contract with the Arrowhead Regional Development Commission (ARDC) to staff the Board in Fiscal Year 2023

Whereas, the North Shore Management Board (NSMB) is a Joint Powers Board of all of the zoning entities on Minnesota's North Shore of Lake Superior; and

Whereas, the entities of the North Shore Management Board agree to provide local funds to the North Shore Management Board in the amount \$14,500 in FY 2023; and

Whereas, the amount of \$15,750.00 is available in the North Shore Management Board budget for staffing when including local ARDC match; and

Whereas, ARDC serves as planning staff to the North Shore Management Board and has the ability to continue to do so.

Now, therefore be it resolved, that the North Shore Management Board authorizes its Officer to sign a contract agreement with ARDC for \$14,500.00 to staff the North Shore Management Board in FY 2023.

ATTEST:

Officer

7/6/2022

Date

Recording Secretary

7/6/2022

Date

