



## AGENDA

**North Shore Management Board**  
**Monday, August 26, 2024, 6:00 PM – 8:00 PM**  
**Cook County Community Center / Zoom**  
**317 W. 5th Street, Grand Marais**

1. **CALL TO ORDER – ROLL CALL & AGENDA REVIEW** – *Wade LeBlanc, Chair*
2. **CONSENT AGENDA for approval of the following**
  - North Shore Management Board Meeting Minutes, April 23, 2024
3. **RESOLUTION:** Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from April 1st, 2024 through June 30th, 2024 (*L. Hanson*)
4. **DISCUSSION ITEM:**
  - Review continuing ARDC support of NSMB
5. **ARDC UPDATE:**
  - Kristi Kane, ARDC Executive Director
6. **RESOLUTION:** Authorizing North Shore Management Board to enter into a contract with the Arrowhead Regional Development Commission (ARDC) to staff the Board (*L. Hanson*)
7. **NSMB OFFICERS:** *Wade LeBlanc, Chair*
  - Vice-chair position is currently vacant.
8. **NORTH SHORE MANAGEMENT PLAN UPDATE** – *Lynelle Hanson*
  - Potential for Extension
  - Continue Plan Review
  - Potential Plan Update Process Overview
    - Stakeholder Meeting
      - i. Meeting of Board, TAC, Interested parties
    - Technical Advisory Committee (TAC) Meeting
      - i. Meeting coordinated with MNDNR Coastal Office
    - Public Input
      - i. Public information gathering meeting



## AGENDA

- ii. Public input, review, and comment
  - Projected adoption of updated Plan (2025)
- 9. **DISCUSSION ITEMS** - *Wade LeBlanc, Chair*
  - Ordinance needs
  - Variances review
- 10. **OTHER BUSINESS** - *Lynelle Hanson*
  - Gitchi-Gami Trail Association Update
  - North Shore Scenic Drive Council Update
  - Other updates as identified
- 11. **FUTURE AGENDA TOPICS AND DISCUSSIONS** - *Wade LeBlanc, Chair*
- 12. **APPRISE FROM BOARD MEMBERS &/OR GUESTS**
- 13. **UPCOMING MEETINGS**
  - 2<sup>nd</sup> Qtr: October-December, central location
  - 3<sup>rd</sup> Qtr: January-March, southern location
  - 4<sup>th</sup> Qtr: April-June, central location
- 14. **ADJOURN**

If you are unable to attend in person, but will be attending virtually, please join the meeting via Zoom link.

### To Join NSMB Zoom Meeting

<https://us06web.zoom.us/j/81181886361?pwd=tfOVDwAZg62Zey1fbh41vkUgIQPaw6.1>

Meeting ID: 811 8188 6361

Passcode: 878653

Phone: 312 626 6799

North Shore Management Board  
 Silver Bay City Hall / MS Teams  
 Tuesday, April 23<sup>rd</sup>, 2024 - 6:00 PM

**Minutes**

I. Welcome and Introductions

| Member |          | name    | Representing           | 4/23/2024 | Technical Advisors Present |          |              |
|--------|----------|---------|------------------------|-----------|----------------------------|----------|--------------|
| Chair  | Wade     | LeBlanc | City, Silver Bay       | Absent    | Christine                  | McCarthy | Lake Co      |
|        | Kristy   | Gregory | City, Beaver Bay       | Absent    | Clinton                    | Little   | MNDNR        |
|        | Tracy    | Benson  | City, Grand Marais     | Absent    | Tim                        | Nelson   | Cook Co      |
|        | Derrick  | Passe   | City, Two Harbors      | Present   | Tracy                      | Benson   | Grand Marais |
|        | Deb      | White   | County, Cook           | Present   | <b>Staff Present</b>       |          |              |
|        | Rich     | Sve     | County, Lake           | Present   | Josh                       | Bergstad | ARDC         |
|        | Patrick  | Boyle   | County, St. Louis      | Absent    | Clayton                    | Beck     | ARDC         |
|        | Jim      | Ward    | Township, Duluth       | Present   |                            |          |              |
|        | Chuck    | Voss    | Township, Silver Creek | Present   |                            |          |              |
|        | Margaret | Watkins | Tribal, Grand Portage  | Present   |                            |          |              |

a. **Approval of April 23, 2024, Agenda**

i. **Motion to approve the agenda** was made by Voss/Passe; passed unanimously.

II. Committee Business

a. **Approval of February 28, 2024, Meeting Minutes**

i. **Motion to approve the February 28, 2024, Meeting Minutes** was made by Voss/Watkins; passed unanimously.

1. **No comments**

b. **Resolution: ARDC Staffing invoice from January 1, 2023, to March 31, 2023.**

i. **Motion to approve ARDC Staffing invoice from January 1, 2024, to March 31, 2024,** was made by Voss/Passe; passed unanimously

III. NSMB Plan Update – Discussion

a. 2024 NSMP Update Process Overview

i. Josh gave an update regarding the process overview. He mentioned that the grant was matched with a coastal grant. The grant expires at the end of November. Clayton gave an update on the TAC group meeting the last week in April. The TAC received the NSMB plan of the 2016 extent. Members were given instructions to send revisions and comments brought forth to the NSMB. Josh went through the revised NSMB Plan update process overview to show how the plan will get updated in a timely manner.

ii. Christine asked a question; she asked about the aggressive schedule of the updating of the plan to ask for an extension with the Coastal program.

1. Clayton will follow up with Cynthia Poyhen with Coastal on asking for an extension.
2. Behind on staffing with ARDC's end.
3. Rich Sve brought up that with staff turnover capacity, asking about six months extension. Moving it forward with not an aggressive approach.
  - a. Clayton and Josh will talk with the Coastal Program on getting the extension.
  - b. Bringing in the Board on this process.

IV. Asking ARDC to inquire about a six-month extension

**A motion to approve the request for an extension of the NSMB plan update and changing the scope of the plan update** was made by Benson/Voss; passed unanimously.

1. Clinton brought up that he had talked with Cynthia on a possible extension and a 6-month extension may not be possible, but a shorter one would.
2. Derrick Passe asked to have ARDC match the schedule with the extension that would be received.
3. Rich Sve asked about making our own plan to meet the goals of the NSMB Plan update with the six months extension being applicable.
4. Pending a doodle poll selection for the next meeting.
5. Tim asked, looking at a long-term timeline looking at the grant. That showcases a full grant cycle. If we exhaust the grant, can we update the plan with the NSMB funding.
6. Can we figure out what we want to do, how to do it, and then look at the schedule to go after the grant.
7. Christine (turn down the grant because of all these reasons, picking it up
8. Look into past minutes at when the grant was administered.
9. Rich Sve mentioned that we are working on the CEHM to implement in the plan, the inclusion of Grand Portage, feels that it is not possible to discrete the plan update currently. The CEHM mapping will be continuously included in the plan. Potentially seek other grants to finish the update.
10. Margaret Watkins added in that plugging in pieces that we can do currently. Adding in the coastal erosion mapping in a discrete matter of talking about it. Not every piece needs to be complete.
11. Tracy mentioned that the CEHM map needs to be continuously added data. Realign the scope process of the NSMB Plan Update. Again reiterating adjusting the scope of work without losing it.
  - a. Sve mentioned that we would not be losing the grant but would look into updating the plan with pieces that

we can but can't do a wholistic plan that is brought forward.

b. Tracy mentioned that we move forward as we can and hope for the extension.

12. Christine made it reasonable that the Coastal Erosion would be put in as an addendum in the plan.

13. Clint brought up to have a change of scope in the grant, in the extension application to change the scope of work within the plan.

14. Having a resolution on the effect of having an extension and the change in scope of work.

a. To include the modification of the timeline and the scope.

15. TAC weight is involved in determining the scope for the extension.

a. Allow for review by the Board Chair and Vice Chair on behalf of the NSMB.

**Tracy made the amendment to the motion, have the scope and extension reviewed by the Board Chair and Vice Chair. A motion to approve the request for an extension of the NSMB Plan update on changing the scope of the plan and the timeline. ARDC to move this forward**

A motion to approve was made by Tracy/Voss seconded; passed unanimously.

Include a member of the Board or TAC in the process of talking with the DNR.

Having Rich Sve on the discussion with the DNR.

Josh was going to set up a doodle poll and meeting with the DNR and including Rich on the discussion to review the scope and extension process.

Sve mentioned he talked with Voss on the NSMB history. The institutional knowledge has been lost, future meeting to understand the history of the NSMB for new members. Educating new board members and people present to have get the institutional knowledge so that it is not lost.

b. Coastal Erosion Hazardous Mapping – Update

- i. Josh mentioned that we talked about it a little bit on the CEHM mapping services. The data analysis part is done but not complete. The step three process is verifying the data. The process asked TAC members to review the data by desktop by May 1. We had asked the coastal program was asked for an extension with this process. There are a little bit of concerns with getting an extension.
- ii. Wade brought up that the process would be beneficial to get the data corrected and how to move forward with a project that is beneficial to all.

1. Josh mentioned that the data would be looked via ground truthing, and the data would be continuously looked at and updated.
2. White asked about who will let us know about the extension, Clayton will

iii.

#### V. Superior Hiking Trail – Planning Process Update

Since the last update, ARDC met with steering committee members on February 29<sup>th</sup>, that meeting looked at the first draft of the plan and worked with everyone to review comments and edit the first draft of the master plan. After edits were made by steering committee members, ARDC worked with the SHTA and attended their board meeting on March 16<sup>th</sup>. The main focus was on all of the data collection efforts that took place on the Trail in the summer/fall of 2023. Key recommendations were looked at and reviewed by board members to bring comment to ARDC for review with the SHTA.

After comments and edits were made by both the steering committee and the board members. The plan was posted on SHTA website on their Trail Mix Site with a survey to compile public comment for two weeks. The closing date for public comment was April 12<sup>th</sup>. We received nine comments and met with the Director of the SHTA yesterday to review comments and implement concerns into the plan.

We will be having our final steering committee meeting tomorrow via zoom, and will make final renditions to the plan as we all see fit. ARDC will finalize the document and the executive summaries portion of the data collection efforts and send all final materials to the SHTA on May 1<sup>st</sup>.

The plan will then be brought forward to the board in June for adoption.

LeBlanc asked about sanitation efforts of the SHT at sites along the Trail.

Sve brought up that is their trailheads and parking issues that arise with overcrowding on trailheads. Encouraging the SHTA on making parking a higher focus at sites to enlarge them and make them opened for the higher volume.

Christine asked about the trail running in the NSMB zone and to set boundaries for the SHTA to have sanitation and safety be a priority.

Get the inventory of the Trail that is in the NSMB zone.

Margaret mentioned that updating in the plan is showcase where parking and sanitation needs to be updated. Recommendation on where the current places are aggravating.

Rich, identifying things in the plan in taking it to the next steps, having the plan go to individual entities. Thinks like parking are easier to address in planning efforts.

How to address and what will happen. (allowing for it to happen)

VI. Short Term Rentals – Brief Discussion

Cook County – Nelson on update; doing fairly well in their program. Adopted their ordinance a few years back. Worked with the Department of Health on septic systems. Worked with carry in water on the Department of Health. Averaging 350 vacation rentals. Originally retained an outside website service showing VRBO availabilities. Net loss of people buying vacation rentals and turning them into secondary homes. Have been looking at putting a cap on the numbers but as of right now are stable.

City of Grand Marais – Tracy mentioned that we are supposed to create their own ordinance in mirroring the county's. Then we can set up under the county and work with their staffing services. Looking at a cap to get back at a concept of singular model. Losing single family homes to short stays.

Two Harbors – Passe mentioned that all vacation rentals require a parking space. Finding a way within city limits that parking is not available on streets. Josh mentioned that there are roughly 8 or 9 permits available. The condo units is looking at expanding and to work with the city of 39 units available.

Lake County – Sve updated the group that they have are in the middle of a hearing of approval or denial on the planning commission for a vacation rental on a road that has a lot of residents on it. Residents have concerns that the entity comes in and doesn't work road easements. Changing ordinance language on vacation rentals on private roads. Christine mentioned that the area is unique with year round residents.

Silver Bay – LeBlanc mentioned that they raised it to 5 and only one applicant with 5 acers or more.

VII. Other Business

- a. Gitchi-Gami Trail Association Update
- b. Clayton gave an update on the Gitchi Gami Trail Association provided by Michelle Pierson. The GGTA is pursuing bonding funds totaling \$1.5M to support three trail related projects including: (link to bond language here: [https://www.revisor.mn.gov/bills/text.php?number=SF4763&version=0&session=ls93&session\\_year=2024&session\\_number=0](https://www.revisor.mn.gov/bills/text.php?number=SF4763&version=0&session=ls93&session_year=2024&session_number=0))
- c. Funding for the Flood Bay State Wayside to include ADA amenities and trailhead amenities/pavement rehab/vault toilet
- d. Funds to support reconstruction of a couple small trail segments in between Gooseberry and Split Rock that is over 20 years old and has seen condition issues, and to improve ADA accessibility in this corridor with the installation of 11 truncated domes

The GGTA will reach out to seek a note of support or Letter of Support for these projects.

MnDNR is preparing all the documentation to get the Two Harbors to Superior Shores segment of trail out for bid. On target for hiring a construction firm in 2024, with Construction in summer-fall 2024

The Lutsen corridor of trail from Ski Hill Road to Arrowhead Electric will see two bridges installed, and then pavement laid after hot mix is available. This 1.5 mile trail extension is anticipated to be finished by end of July/early August. Looking to do a ribbon cutting ride when we have better dates.

The GGTA will table at the Cook County Earth Day fair on April 20<sup>th</sup>. Link: <https://www.cookcountylocalenergy.org/earth-day-fair>

The GGTA attend the May 7<sup>th</sup> Bike Rodeo in Two Harbors. Link: <https://www.facebook.com/events/328603093176384/>

The GGTA is supporting a bike field trip in Grand Marais on May 22<sup>nd</sup>, with the Great Expectations School. The School will partner with Cook Co. SHIP to use the bike fleet. If anyone wants to volunteer on this day, please let Michelle know.

The GGTA will hold their fundraising Annual Supported ride on Saturday, August 17, 2024. Mark your calendars! Ride starts and ends in Gooseberry Falls State Park. Ride page here: <https://ggta.org/ride.php>

e. North Shore Scenic Drive Council Update

The NSSDC met on April 12, 2024. Main topics of discussions was the fire dangers of Minnesota this year. The DNR had mentioned based on their modeling that the El Nino winter that we just had that brought very little precipitation is closing and incoming on a rather fast note is a La Nina that is bringing a lot of precipitation in the Spring months of April and May. She shared some maps showing the fire danger of Minnesota and in March the whole state was Red warning, and once we got into late April to May/June we are out of significant fire potential. The NSSDC is still working on a history hikes initiative with UMD as partners in this process, they just submitted a grant for historical legacy funding and am waiting to hear back on that. The group is also looking at ADA wayside update on the north shore that includes mapping services and a 2012 ADA waysides plan in correlation with MnDOT on their services and seeing how we can collaborate and not duplicating efforts.

f. Other Updates as Identified

Josh gave an update on three land use permits that were sent to ARDC staff for comment from the NSMB. No comments were received at the meeting. Please send comments by May 1<sup>st</sup>, 2024.

VIII. Future Agenda Topics and Discussion

- a. Contract renewal for ARDC at next meeting. Look at contract requirements for reporting staff time and invoicing.
- b. Christine mentioned that having more invoice information from ARDC

- i. Highly recommended to the Board as the Board did not hear back from Andy on time spent and billing rates.
  - 1. Those should be included in the next ARDC Contract.

- c. NSMB plan update process review
- d. Joint Powers Board people meeting via online look at.
  - i. Open meeting laws.  
Setting out the meeting across the shore

- IX. Upcoming NSMB Meeting Time and Location
  - Scheduled by Doodle, sometime in mid-June
    - o TAC meet in May, bring forward to chair and vice chair for review.
    - o Location to be determined by Chair in discussion.
  - Avoid 2<sup>nd</sup> and last Wednesdays of the month
  - Have to post where you are meeting at on your organizations site.
    - o Checking with MCIT and attorneys on to attend the meeting if you cannot make it in person and how to participate.

**X. Adjourn**

**Voss/Passe; passed unanimously.**

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Wade LeBlanc, Chair

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Clayton Beck, Recording Secretary

**INVOICE #5974**  
**Element #170029-04**

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

Date: June 30, 2024

For: Staffing Services from April 1, 2024 - June 30, 2024

Installment 4 of 4

**Total Amount Due: \$1,812.50**

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

**Invoice # 5974**

Update:

- \*Continued Collaboration with CHAOS - Attended Great Lakes Coastal Resilience Study Webinar
- \*April 16, 2024 TAC meeting (scheduled, prepared materials, attended, follow-up)
- \*April 23, 2024 NSMB Board meeting (scheduled, prepared materials, attended, follow-up)
- \*Reviewed staffing and workplan for NSM Plan, discussed grant extension.

Contract Details to date:

| Contracted Amount:    | Invoice # | Date     | \$           |
|-----------------------|-----------|----------|--------------|
| Element: 170029-01    | 5762      | 9.30.23  | \$ 3,625.00  |
| Element: 170029-02    | 5845      | 02.28.24 | \$3,625.00   |
| Element: 170029-03    | 5861      | 04.23.24 | \$3,625.00   |
| Element: 170029-04    | xxxx      | 6.30.24  | \$1,812.50 * |
| Remaining on Contract |           |          | \$ -         |

\*Reduction due to transition in ARDC Planning staffing

Thank you. Any questions please contact Michelle Pierson - mpierson@ardc.org or 218.529.7535

221 West 1st Street, Duluth, MN 55802  
(218) 722-5545 (800) 232-0707 info@ardc.org ardc.org  
*EOE/AA/M/F/Vet/Disability Employer*

Kristy Gregory, representing the City of Beaver Bay, will be joining the meeting virtually from Beaver Bay, Minnesota.