



**MINUTES**  
**North Shore Management Board**  
**Monday, August 26, 2024, 6:00 PM – 8:00 PM**  
**Cook County Community Center / Zoom**

Member name Representing				8/26/2024
Chair	Wade	LeBlanc	City, Silver Bay	present
	Kristy	Gregory	City, Beaver Bay	absent
	Tracy	Benson	City, Grand Marais	present
	vacant		City, Two Harbors	absent
	Deb	White	County, Cook	present
	Rich	Sve	County, Lake	present
	Patrick	Boyle	County, St. Louis	absent
	Jim	Ward	Township, Duluth	absent
	Chuck	Voss	Township, Silver Creek	present
	Margaret	Watkins	Tribal, Grand Portage	present

Technical Advisors Present		
Clinton	Little	MNDNR
Neva	Nelson	Cook Co
Christine	McCarthy	Lake Co
Dani	Braund	MNDNR
Staff Present		
Lynelle	Hanson	ARDC
Guest Present		
Kristi	Kane	ARDC

1. **CALL TO ORDER – ROLL CALL & AGENDA REVIEW** – *Wade LeBlanc, Chair*  
 The meeting was called to order by Chair LeBlanc at 6:12 PM.  
**Motion by Voss/Benson to support. Motion carried unanimously.**
  
2. **CONSENT AGENDA for approval of the following**
  - North Shore Management Board Meeting Minutes, April 23, 2024  
 Benson noted that of the motions recorded in the minutes were attributed to her that were probably brought forward by White. Chair LeBlanc asked this to be noted.  
**Motion by Sve/Benson to support. Motion carried unanimously.**
  
3. **RESOLUTION:** Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from April 1st, 2024 through June 30th, 2024 (*L. Hanson*)



## MINUTES

Hanson brought the 50% reduction in invoice by ARDC to the attention of members of the Board due to reduced staffing during last quarter. Members of the Board expressed appreciation of the reduction.

**Motion by Sve/Benson to support. Motion carried unanimously.**

### 4. DISCUSSION:

Sve started the review regarding continuing ARDC support of NSMB as he is a senior member of the Board and has worked with ARDC for the past 18 years. He voiced his opinion to keep the course with ARDC. Voss requested more information be included regarding tasks completed and recommendations submitted.

Watkins left the meeting at 6:28PM.

### 5. ARDC UPDATE:

Kristi Kane, ARDC Executive Director, reviewed the recent changes at ARDC including leadership and staff changes. She was selected as Interim Executive Director until end of year (six months) to guide the agency.

### 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*)

Discussion on more information on staff activities to be included in the meeting packet.

Discussion also included whether the Board should request itemized invoices. The consensus was that the staff activities report would contain this information.

**Motion to enter into a contract with the Arrowhead Regional Development Committee (ARDC) to staff the Board for FY25 by White/Benson to support. Motion carried unanimously.**

### 7. NSMB OFFICERS: *Wade LeBlanc, Chair*

As the Vice-chair position is currently vacant, White accepted the nomination of the Board to serve as Vice-chair.

**Motion by Sve/Voss to support. Motion carried unanimously.**

### 8. NORTH SHORE MANAGEMENT PLAN UPDATE – *Lynelle Hanson*

Hanson reported that ARDC met with MLSCP grant manager and an extension for the NSMP update would be requested in October, earliest date when request for extension could be submitted. Hanson has been reviewing the plan and has received input from TAC members. As requested by White, Hanson will set up a series of in-person town hall meetings to gather stakeholder input. The former CAC will not be reinstated. The projected completion and adoption of updated Plan will be during 2025.



## MINUTES

### 9. DISCUSSION ITEMS - *Wade LeBlanc, Chair*

Land applications reviews and recommendations of staff will be submitted to Chair LeBlanc and Vice-Chair White. When Chair signs recommendation, it will be sent to Planning and Zoning departments. These recommendations submitted are to be included in meeting packet.

### 10. OTHER BUSINESS - *Lynelle Hanson*

#### *Updates from North Shore Scenic Drive Council*

- Announcement of new staff at ARDC-Travis Houle, Planner, will be main facilitator for the North Shore Scenic Drive Council (NSSDC) and ARDC contact for NSSDC. His email is [thoule@ardc.org](mailto:thoule@ardc.org).
- History Hikes project is currently on hold to accommodate schedules of the UMD professors involved in the project.
- NSSDC is in process of updating the council's guidelines, bylaws, and contact list.
- NSSDC responded to request from Cook County Planning & Zoning Administrator regarding citizen's appeal to denial of billboard. It was found that 'Where the sign used to sit is now part of the bike trail that runs along Highway 61' and NSSDC supported the County's denial for replacement of the sign.
- Next NSSDC meeting is September 13th, at 10am. Most likely virtual.

#### *Updates from the Gitchi-Gami Trail Association*

- The Gitchi-Gami Trail Association held its 24th Annual North Shore Bike Ride on Saturday, August 17th. A record number of riders a great day on the trail. A lot of interest in seeing trail expansion.
- The GGTA hosted a habitat restoration working day on the trail. See this nice newsletter article posted on the Parks & Trails Council of Minnesota website: <https://www.parksandtrails.org/2024/07/30/try-try-again-the-gitchi-gami-trail-association-takes-on-erosion/>
- The GGTA will hold its Annual Member Meeting on Saturday, September 28, 2024 "Public Lands Day/Bike Your Park Day." The meeting will begin at the Cross River Heritage Center in Schroeder. An optional, casual bike ride on the trail will take place after the meeting and presentation.
- MDNR anticipates the trail segment from the Arrowhead Electric parking area to the trailhead at the intersection of the Ski Hill Road and Hwy 61 will be finished by mid-October.
- The GGTA anticipates working with MDNR to assess needs and prepare a bonding bill request for trail specific funding. The request will be like last year's request. Last year, a bonding bill was not passed.
- The GGTA plans to host a bicycle field trip with 5th grade students from William Kelley Schools in Silver Bay in early October.

### 11. FUTURE AGENDA TOPICS AND DISCUSSIONS - *Wade LeBlanc, Chair*



## **MINUTES**

The Board members requested an update from the Superior Hiking Trail Association. Hanson has been in contact with SHTA Director, and she is willing to present to the Board. The Board requested a presentation during the 3<sup>rd</sup> quarter meeting.

### **12. APPRISE FROM BOARD MEMBERS &/OR GUESTS**

No comments.

### **13. UPCOMING MEETINGS**

- 2<sup>nd</sup> Qtr: October-November, Silver Bay City Hall
  - 3<sup>rd</sup> Qtr: January-March, Duluth Township Hall
  - 4<sup>th</sup> Qtr: April-June, Two Harbors City Hall
- Dates to be determined by doodle poll.

### **14. ADJOURN**

**Motion to adjourn by Voss/Sve to support. Motion carried unanimously.**  
Meeting adjourned at 7:28 PM.

No members of the Board attended virtually. Two members of the TAC attended virtually.

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Wade LeBlanc, Chair

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Lynelle Hanson, Recording Secretary



## AGENDA

**North Shore Management Board**  
**Wednesday, October 30, 2024, 6:00 PM – 8:00 PM**  
**Silver Bay City Hall / Zoom**  
**City Hall 7 Davis Drive, Silver Bay**

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, August 26, 2024
3. **RESOLUTION:** Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from July 1st, 2024 through September 30th, 2024 (*LeBlanc*)
4. **NSMB Membership:** *Wade LeBlanc, Chair*
5. **NORTH SHORE MANAGEMENT PLAN UPDATE** – *Lynelle Hanson*
  - Update on MLSCP Extension
  - Minnesota Statute
  - Continue Plan Review
  - Update Process Next Steps
6. **DISCUSSION ITEM:** *Lynelle Hanson*
  - Wastewater Development Standard
7. **DISCUSSION ITEMS** - *Wade LeBlanc, Chair*
  - Land Applications review
8. **OTHER BUSINESS** - *Lynelle Hanson*
  - PROTECT program MnDOT
  - Gitchi-Gami Trail Association Update
  - North Shore Scenic Drive Council Update
  - Superior Hiking Trail
  - Other updates as identified
9. **FUTURE AGENDA TOPICS AND DISCUSSIONS** - *Wade LeBlanc, Chair*
10. **APPRISE FROM BOARD MEMBERS &/OR GUESTS**



## **AGENDA**

### **11. UPCOMING MEETINGS**

- 2<sup>nd</sup> Qtr: October-December, Silver Bay
- 3<sup>rd</sup> Qtr: January-March, Duluth Township
- 4th Qtr: April-June, Two Harbors
- 1<sup>st</sup> Qtr: July-August, Grand Marais

### **12. 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/89990923557?pwd=9NJcnPkvwFH0AEH72xBUNGaHTwKaXK.1>

Meeting ID: 899 9092 3557

Passcode: 102868

Call in: (312) 626-6799



October 30, 2024

## Resolution

*Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from July 1<sup>st</sup>, 2024 through September 30<sup>th</sup>, 2024*

**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, 2024 to June 30, 2025; 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 *July 1<sup>st</sup>, 2024 through September 30<sup>th</sup>, 2024*.





ATTEST:

\_\_\_\_\_  
NSMB Officer

10/30/24 \_\_\_\_\_  
Date

\_\_\_\_\_  
Recording Secretary

10/30/24 \_\_\_\_\_  
Date



**INVOICE #6014**  
**Element #170030-01**

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

Date: 10.30.2024

For: Staffing Services from July 1, 2024 to Sept 30, 2024

Installment 1 of 4

**Total Amount Due: \$3,625.00**

**Please make checks payable to:** Arrowhead Regional Development Commission  
221 West First Street  
Duluth, MN 55802  
**Invoice # 6014**

NSMB staff activities:

- \* Facilitated August 26th NSMB meeting including pre-meeting prep, agenda development, site arrangements, technology set-up, post-meeting logistics. Preparations for October 30th NSMB meeting
- \* Meetings with Coastal experts 7/15 J. McDonnell, 7/24 C. Poyhonen, 9/18 P.Collins, 9/23 W.Majewski, 9/25 B.Liukkonen, 9/25 J. Otsea
- \* Reveiwed 9 NSMZ land applications, submitted comments as appropriate
- \* Coordination for citizen input to plan update including update to website, meeting materials, publicity, timeline
- \* Arrangements for field validation of coastal hazard zones

Contract Details to date:

Contracted Amount:	Invoice #	Date	\$
			14,500.00
Element: 170029-01	6014	10.30.24	\$ 3,625.00
Element: 170029-02			
Element: 170029-03			
Element: 170029-04			
Remaining on Contract			\$ 10,875.00

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



## White Paper: 2024/2025 MnDOT Program Solicitations (TA, CRP, PROTECT)

Prepared by: Travis Houle, ARDC-Planning

10/16/2024

### Summary:

The Minnesota Department of Transportation (MnDOT) letter of intent (LOI) period has opened for multiple federal aid transportation programs, accepting applications as a part of the 2024-2025 annual solicitation. With assistance from the NEMNATP Project Review Taskforce, ARDC will facilitate competitive solicitations for the Transportation Alternatives (**TA**) Program, the Carbon Reduction Program (**CRP**) and the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (**PROTECT**) Program.

Communities interested in requesting federal aid are encouraged to submit a letter of intent by the deadline of Friday November 1, 2024. Any questions or requests for technical assistance can be directed to Travis Houle ([thoule@ardc.org](mailto:thoule@ardc.org)) with ARDC-Planning.

### Background:

The NEMNATP is a group convened by MnDOT and ARDC to guide regional transportation planning efforts and prioritize the use of federal transportation funding in Northeast Minnesota. The Partnership includes transportation professionals and representatives from an eight-county area (Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, Pine, Saint Louis) of Northeast Minnesota. The NEMNATP is responsible for prioritizing federal funding requests, received within the ATP territory.

- Monday, Oct. 7, 2024 – MnDOT announced solicitation; Open Letter of Intent (LOI) period
- Monday, Oct. 14, 2024 – MnDOT Office Hours LOI
- **Friday, Nov. 1, 2024 – Deadline for applicants to submit LOI**
- Monday, Nov. 4, 2024 – LOIs distributed to RDO/MPO/MnDOT Districts for review
- Nov. 5 – 26, 2024 – RDO/MPO/MnDOT Districts meet with applicants to review LOIs
- Wednesday, Nov. 27, 2024 – Deadline for RDO/MPO/MnDOT Districts review of LOIs and recommendation to proceed with full application given to applicants
- Monday, Dec. 2, 2024 – Official start of full application period
- December 2024 – Office Hours for applications; hosted by MnDOT
- **Friday, Jan. 10, 2025 – Deadline for applicants to submit full applications**
- By Wednesday, April 16, 2025 – Final award communications are delivered to applicants.

### Programs included in the 2024-2025 solicitation:

- **Transportation Alternatives (TA) Program:** This program is designed to provide communities with funding to promote non-motorized forms of transportation, construct facilities that enhance active transportation, and develop multi-modal transportation corridors. Please visit the NEMNATP TA website for more information.
  - <https://nemnatp.org/atp/ta/>
  - [LOI Due Date: Friday November 1, 2024](#)
- **Carbon Reduction Program (CRP):** This program's goal is to reduce carbon emissions from transportation sources. It includes a variety of eligible activities, which are summarized as electrification (i.e., electric vehicles, charging stations), travel options (i.e., multi-modal facilities, capital improvements to transit, travel demand management), and Low Carbon Infrastructure and

System Development (i.e., intersection optimization, lighting). Please visit the NEMNATP CRP webpage for more information.

- <https://nemnatp.org/atp/carbon-reduction-program-crp/>
- [LOI Due Date: Friday November 1, 2024](#)

- **Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Program:** This program funds projects that protect surface transportation assets by making assets more resilient to current and future weather events or natural disasters. Visit the NEMNATP PROTECT webpage for more information:

- <https://nemnatp.org/atp/protect/>
- [LOI Due Date: Friday November 1, 2024](#)

Additional Resources:

Source	Link
MnDOT TA	<a href="https://www.dot.state.mn.us/ta/">https://www.dot.state.mn.us/ta/</a>
MnDOT CRP	<a href="https://www.dot.state.mn.us/carbon-reduction-program/">https://www.dot.state.mn.us/carbon-reduction-program/</a>
MN Carbon Reduction Strategy	<a href="https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=36928262">https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=36928262</a>
CRP Frequently Asked Questions	<a href="https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=28470452">https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=28470452</a>
CRP Project Toolkit	<a href="https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=38382402">https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=38382402</a>
MnDOT PROTECT	<a href="https://www.dot.state.mn.us/protect/">https://www.dot.state.mn.us/protect/</a>
MN Resilience Improvement Plan	<a href="https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=38633998">https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=38633998</a>

Gregory will meeting virtually from Beaver Bay

White will be meeting virtually from Hovland