
NORTH SHORE MANAGEMENT BOARD

Wednesday, October 21, 2020 6:00 PM

Zoom Online Format

Join Zoom Meeting Click link below:

<https://us02web.zoom.us/j/6263789132?pwd=VVVRc3dhSWY5NHZiSGovWllyci9CQT09>

Meeting ID: 626 378 9132

Password: 346819

Or Dial

+1 312 626 6799, When Prompted: 6263789132# followed by 346819#

Agenda

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

- II. Committee Business**
 - a. Approval of the July 1st, 2020 Meeting Minutes
 - b. Resolution: ARDC staffing invoice from July 1st, 2020 to September 30th, 2020.
 - c. Resolution: Invoicing Member Entities for FY 2021
 - d. Resolution: Changing Board Membership Bylaws.
 - e. Officer Elections (continued)

- III. Assessing needs for long-term community planning for water levels-*Special Guests: Jesse Schomberg, Madison Rodman, and Tiffany Sprague (University of Minnesota Sea Grant Program)***

- IV. Erosion Hazard Zone Layer Project-*Update and Discussion***

- V. New Web Presence-*Presentation and Brief Discussion***

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

- IV. Other Business**
 - a. Gitchi-Gami Trail Association Update
 - b. North Shore Scenic Drive Council Update

- VII. Upcoming NSMB Meeting Time and Location**

- VIII. Adjourn**

North Shore Management Board

Wednesday, July 1st, 2020 6:00 PM

Zoom

Meeting Minutes

Board Members			
Attendee	Representing	Absentees	Representing
Chuck Voss	Silver Creek Township	Corlis West	Duluth Township
Margaret Walkins	Grand Portage	Patrick Boyle	St. Louis County
Scott Johnson	City of Silver Bay	Kelly Swearingin	Grand Marais
Rich Sve	Lake County		
Bobby Deschampe	Cook County		
Jackie Rennwald	City of Two Harbors		
Tim Anderson	City of Beaver Bay		
Technical Advisors			
Tim Nelson	Cook County		
Jenn Sterbenz	City of Two Harbors		
Melanie Perello	MN Coastal Program		
Clint Little	MN Coastal Program		
Staff			
Justin Otsea	ARDC		
Charlie Moore	ARDC		

I. **Welcome and Introductions**

- a. The meeting was called to order at 6:04 PM by Chair Scott Johnson.
- b. **Motion to approve the agenda** was made by Deschampe/Voss; passed unanimously

II. **Committee Business**

- a. **Motion to approve April 15, 2020 minutes** by Rennwald/Voss; passed unanimously.
- b. **Motion to approve ARDC staffing invoice from April 1st, 2020 to June 30th, 2020**, by T. Anderson/Rennwald; passed unanimously.
- c. **Motion for FY 2022 ARDC Contract**, by T. Anderson/Rennwald; passed unanimously.

- d. **Officer Elections- Motion for Rich Sve to serve as upcoming Chair of the board,** by Deschampe/Rennwald; passed unanimously.

After additional discussion, it was decided that the vice chair position would be tabled for a vote at a future meeting

III. **Erosion Hazard Zone Layer Project**-Special Guests: Senior GIS Specialist Charlie Moore and NOAA Coastal Management Fellow Melanie Perello to provide an update on the current status of the project and associated work including CHAOS community of practice group and related work. Charlie showcased the pilot areas where the erosion rates were being analyzed and showcased the DSAS tool, a USGS extension of ArcMap used to calculate shoreland erosion, which has been identified as the primary analysis tool for the project. Currently, staff is finalizing a methodology for completing the analysis, and will test it on the identified pilot sites. Melanie outlined the CHAOS group has been created to share data/experiences around erosion issues in the Lake Superior watershed, avoid overlapping projects and help smaller communities' benefit from larger projects by creating an option for a professionals who work in these areas to network and learn. Otsea mentioned he would forward on the CHAOS newsletter to NSMB members for the next opportunity, or they could contact him directly to get on the list serve.

IV. **Board Member Representation**- Otsea facilitated a discussion around an emerging issue identified by the board regarding allowing non-elected officials to serve as voting members of the board if designated by their respective board/entity. Discussion followed, topic summarized include: a desire to have engaged members attend, and not absent, main concern is ensuring information is communicated back to the authorizing board (i.e. city councils, town boards, etc., a requirement that any appointment should require member body approval, among others. After discussion, a motion was made to prepare changes for the bylaws to reflect allowing non-elected officials to be designated members of the NSMB for review at the next meeting.

Motion for staff to develop changes to the bylaws to allow non-elected officials be designated voting members of the board by their respective entity contingent on review of DNR legislation and other state statute congruence by Sve/T. Anderson; passed unanimously.

V. **New Web Presence-Presentation and Discussion**-Otsea showcased the NSMB landing page on the ARDC parent site that was put together in order to transition to online meetings. He outlined that it would be approximately \$150 annually to maintain a separate, stand alone site, but could take a little extra to design and manage in the interim. However, this could be a part of the next fiscal year's work plan, and likely be done within the existing budget. Brief discussion followed, which identified a stand-alone site being of value moving forward. Otsea would work on designing a separate site and explore other issues as a part of the FY 2021 work plan.

Motion to develop new, Standalone website by Sve/Rennwald; passed unanimously.

VI. **Short Term Rentals-** Sve identified that the legislature took a very different direction this year due to the COVID 19 response. A moratorium on the vacation rental tax issue was considered it wasn't passed. He does expect the legislature to take the issue back up at some point in the future but understands how more pressing issues came to fruition. He also mentioned Lake County did go forward with a commercial designation for the use. Brief discussion followed.

VII. **Other Business**

- **Gitchi-Gami Trail Association Update-**Otsea gave an update on the Gitchi-Gami Trail Association from Michelle Pierson, Executive Director, which has been provided below:
 - 1) GGTA Board met via Zoom on 5/14/2020 and hosted their Annual Meeting of Members on 5/30/2020 on Zoom, too. After trying to combine the annual meeting with a variety of activities, the Zoom platform had the best attendance and participation we've experienced in the last 10 years. May be the right format going forward, allowing for better participation.
 - 2) The GGST trail project between Grand Marais and Cut Face Creek State Wayside kicked off on 5/18/2020. KGM is the trail corridor consultant that will build the trail, and is the same firm conducting the Hwy 61 project in Grand Marais. Some of the project items will align. Much progress is already in the works!
 - 3) The GGTA Board voted to cancel this year's in person Annual North Shore Bike Ride. Please mark your calendars for August 21, 2021 and we will be celebrating our 20th Annual supported ride next summer. We have developed a ride alternative allowing folks to email us with their ride anywhere and we'll send them a sticker. An update can be found on the Trail Association's facebook page.
 - 4) The GGTA is partnering with the Parks & Trails Council of Minnesota and has designed a Scavenger Hunt for kids that can be completed 'on the ground' on the trail, or virtually using 360 degree tours of the trail corridor. Friends of Tettegouche State Park has also developed a Scavenger Hunt. Learn more about these virtual/real life ways to connect families to our special shared places: <https://www.parksandtrails.org/hunts/>
 - 5) We had had volunteer projects lined up in conjunction with DNR for small trail maintenance projects, but DNR has put volunteer events on hold due to COVID-19, too.
 - 6) The MN Legislature convenes its special session on 6/12 and will hold meetings on 6/12 and 6/13. The GGTA has requested \$2.5M for three Gitchi-Gami projects in the bonding bill. At the tail end of the regular session, the GGST requests made it into the Senate bill, but not the House bill. The GGTA remains optimistic that these projects may be recognized for their impact and make it into a final bill. We hear the way the special session may work this summer is to convene a couple days per month. Anyone interested in specific language about the GGST projects may contact Michelle Pierson at info@ggta.org Update: no new news about the status of the bonding bill
 - 7) The MnDNR had to remove the arch from the Silver Creek Cliff gateway sign on the old Hwy 61 alignment beside the Silver Creek Cliff Tunnel due to cracking and concerns for safety. The GGTA is looking for grant funding that may fund a replacement of this archway. It was installed in the early 1990s by MnDOT and was made of Teak wood.

There is some desire to look at using a more locally appropriate material for a replacement archway.

- 8) GGTA learned that MnDOT has a \$1.8M solicitation for Transportation Economic Development grants. Looking to see if the Lutsen segment of trail would be a good fit for the program.
- 9) Examination of at-grade trail crossing in Beaver Bay

□ **North Shore Scenic Drive Council Update-** Otsea provided an overview of recent work by the NSSDC. Summarized below.

- Starting French River Interpretive Panel Design Project
- Developing Static maps in support of byway
- Developing Marketing plan for next steps

□ **Deschampe-** Bobby Deschampe informed the board that it would be his last meeting as he is required to resign as County Commissioner to accept his new title as Grand Portage Tribal Council Chairperson. Staff and Board members thanks Bobby for all of his efforts over the years, most recently for his role in introducing Grand Portage as a Board member, and wished him the best of luck in his new role with the Tribe.

IV. Next meeting-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 October, held virtually.

V. Adjourn

- a. There being no additional business, a motion to adjourn was made by Sve/Deschampe; passed unanimously and the meeting was adjourned.

ATTEST:

Scott Johnson, Chair

Justin Otsea, Recording Secretary

INVOICE #4917
Element #170026-01

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

Date: 9.15.20

For: Staffing Services from July 1, 2020 to June 30, 2021
Installation 1 of 4

Total Amount Due: \$

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

(Please reference the Invoice #4917)

Update:

- ❖ Lake Levels Project Collaboration Discussion with MN Seagrant and other partners
- ❖ Maintain draft of NSMB Website and follow up on separate site platform.
- ❖ Prepare materials in advance of Quarter 1 Meeting (set for October 21st)
- ❖ Participate in CHAOS meeting on July 23rd for coastal erosion design information and networking opportunities
- ❖ Review of Variance, Conditional Use, and Interim Use applications as necessary.

Contract Details to date:

<u>Contracted Amount:</u>	<u>AR #</u>	<u>Date</u>	<u>\$</u>
Element: 170026-01	4917	9.11.20	\$ 3,625.00
Element: 170026-02		12.31.20	
Element: 170026-03		3.30.21	
Element: 170026-04		6.30.21	
Remaining on Contract			\$ 10,875.00

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 July 1, 2020 through September 30, 2020

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, 2020 to June 30, 2021; 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, 2020 through September 30, 2020*.

ATTEST:

NSMB Officer

10/21/20

Date

Recording Secretary

10/21/20

Date





North Shore Management Board

October 16, 2020

Dear North Shore Management Board Member:

Each new fiscal year, the North Shore Management Board (NSMB) asks its member entities to continue their membership and to provide funding towards the NSMB's activities. Enclosed is an invoice for Fiscal Year 2021 (July 1, 2020 to June 30, 2021) funding. The North Shore Management Board is responsible for defining the minimum zoning standards for Minnesota's North Shore of Lake Superior. The Board's area of authority is property that lies between Lake Superior and a line that is 300 feet inland from Highway 61 or a line that is 1,000 feet from the Lake Superior high water line, whichever is greater. The NSMB also reviews variance, conditional use, and other zoning applications/issues to provide local jurisdictions with additional feedback regarding pertinent development issues along the shore.

Over the last fiscal year, the NSMB has been focused on updating the Hazard Erosion Zones layer developed in the late 1980's for Minnesota's entire north shore. Once this data is available, local units of government and private citizens alike will have a greater understanding of potential at-risk areas, and ideally lead to better coastal management. Through a MN Lake Superior Coastal Program Annual Grant, staff has reviewed other existing hazard mapping projects and developed a methodology for updating the high erosion hazard layer. The methodology was tested by analyzing several pilot sites along the shore. In Fiscal Year 2021, the Board will seek to move into phase 3 of the project, by securing funding to extrapolate the analysis to the entire NSMB zone. This project is a crucial stepping-stone for updating the hazard layer to help land use managers make informed decisions during permitting, variance, and other development decisions along the entire shoreline.

If you have questions or comments regarding the NSMB or the map update project, you may make your request to any NSMB member or contact Justin Otsea, Planner, ARDC Planning Division at 218-529-7529 or by email to jotsea@ardc.org directly.

We hope you will join us in our efforts by continuing your support.

Scott Johnson
Chair
North Shore Management Board

Enc.





North Shore Management Board

Resolution

Authorizing the invoicing of the North Shore Management Board
Member Entities for Fiscal Year 2021

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 members of the NSMB have agreed to invoicing \$2,500 to each County and Grand Portage, and \$750 to each City and Township; and

Whereas, the Arrowhead Regional Development Commission (ARDC) is the fiscal agent for the NSMB; and

Whereas, ARDC will prepare the invoices to be sent in October 2020; and

Now, therefore be it resolved, that the North Shore Management Board authorizes ARDC to invoice each County and Grand Portage in the amount of \$2,500, and each City and Township in the amount of \$750 in October 2020 for the purpose of funding the local portion of the Fiscal Year 2021 NSMB budget.

ATTEST:

Officer

10/21/20

Date

Recording Secretary

10/21/20

Date



JOINT POWERS AGREEMENT

AGREEMENT BETWEEN THE COUNTIES OF COOK, LAKE, AND ST. LOUIS; THE CITIES OF BEAVER BAY, GRAND MARAIS, SILVER BAY, AND TWO HARBORS; AND THE TOWNS OF DULUTH, LAKEWOOD AND SILVER CREEK AND THE GRAND PORTAGE RESERVATION TRIBAL COUNCIL TO ESTABLISH A JOINT POWERS BOARD.

SECTION I – ESTABLISHMENT

Pursuant to the authority contained in M.S.A. 471.59, it is hereby resolved that Cook, Lake, and St. Louis Counties; the Cities of Beaver Bay, Grand Marais, Silver Bay, Two Harbors, and Duluth; and the Towns of Duluth, Lakewood and Silver Creek; **and the Grand Portage Reservation Tribal Council**; do hereby establish a joint powers board hereinafter referred to as the North Shore Management Board.

SECTION II – PURPOSE

The purpose of the North Shore Management Board shall be to formulate and update a management plan for the North Shore of Lake Superior that supports the development of strategies for environmental protection and orderly growth of the North Shore of Lake Superior. This management responsibility is jointly shared by the counties, cities, towns, **and Tribal Council** exercising land use control and jurisdiction over certain public and private lands within this corridor. Management responsibility will be accomplished through adoption of a comprehensive management plan that will provide the foundation for strong local official controls and policy decisions within the boundaries of the member units of government.

SECTION III – ORGANIZATION

- A. Membership – The membership of the North Shore Management Board shall be composed of one **elected** official appointed by each respective county board, city council and towns board that exercise zoning authority along the North Shore of Lake Superior from the Lester River in the City of Duluth to the western limits of the Grand Portage Indian Reservation, and also a representative from the . Presently, this includes Cook, Lake, and St. Louis Counties, the Cities of Beaver Bay, Grand Marais, Silver Bay, Two Harbors, and Duluth; and the Towns of Duluth, Lakewood, and Silver Creek. This also includes the Grand Portage Reservation Tribal Council, who also administers zoning authority. Each entity may identify an alternate, which has to be ~~an elected official of confirmed~~ **by** the same governing body.



North Shore Management Board

Resolution

Authorizing the allowance of non-elected officials designated as voting members of the North Shore Management Board

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 members of the NSMB have agreed to include Grand Portage as a voting member of the NSMB by resolution; and

Whereas, the NSMB has directed staff to develop an amendment to the Joint Powers agreement which dictates the bylaws of the NSMB to include Grand Portage and allow non-elected officials to be voting members of the NSMB if appointed by their respective board; and

Whereas, ARDC has prepared the requested revisions of the joint powers agreement/bylaws and are shown in exhibit A of this meeting packet; and

Now, therefore be it resolved, that the North Shore Management Board adopts the revisions to the joint powers agreement/bylaws as shown in Exhibit A of this meeting packet

ATTEST:

Officer

10/21/20

Date

Recording Secretary

10/21/20

Date

