

**Minutes of
BURT LAKE TRAIL COMMITTEE
March 25, 2013**

A meeting of the Burt Lake Trail Committee was called to order by Steve Vorenkamp (Chair) on March 25, 2013, at 7 p.m. at the Burt Township Hall, 7029 Birchwood Road, Cheboygan, Michigan.

Committee Members Present: Steve Vorenkamp (Chair), Ann Baughman, Virginia Chenevere, Bert Ebbers, Jay Jontz, Kim Kihnke, Art Pillen (Burt Township Representative), Gary Street, Mary Street and Connie Vorenkamp.

Committee Members Absent: Kelley Jontz, Frank Kestler, Mac Richardson, and John Roberts. Also attending: Leo Chenevere, Jim Larson and Joyce Hutto-Nolan (Recording Secretary).

Approval of Minutes

Moved by Connie Vorenkamp and seconded by Mary Street to approve the minutes of December 3, 2012, as written.

Motion unanimously approved.

Moved by Gary Street and seconded by Art Pillen to approve the minutes of February 25, 2013, as written.

Motion unanimously approved.

Burt Lake Trail Update

Steve Vorenkamp reported that the DNR drainage easement project was completed in connection with the Deshais Property. Steve thanked Gary Street, Bert Ebbers and Jay Jontz for working on this easement project. C2AE was also helpful in the completion of this matter.

Steve said the request to advertise and MDOT letting date of April 5, 2013, are on schedule for the successful bidding contractor to complete the first five miles of the trail.

Steve said the Burt Lake Trail construction completion date of July 2013 is on schedule. A letter will be written to the land owners along the trail to inform them what will be happening during construction.

Financial

Gary Street reported that the Burt Lake Trail total actual income to date is \$163,291.25. The fund balance at TOMTC as of March 20, 2013, is \$56,670. The construction payment process was reviewed and discussed. The successful bidding contractor, C2AE, MDOT, Cheboygan County Road Commission, Burt Township and Bill Kanine, CPA of TOMTC, will be involved in the construction payment process.

Event Planning

Virginia Chenevere, Kim Kihnke and Mary Street are planning an event celebrating the completion of the trail. Kim reported the date for this event will be August 10, 2013, with a ribbon cutting ceremony and media coverage. Those who have been involved with the trail will be asked to speak. The Chaboiganing Nature Preserve trail head is a possible location to hold the event. A picnic will take place after the ceremony at the Burt Township Hall. Other suggestions

included a sale of tee shirts with the trail logo, a silent auction and a raffle. Art Pillen will chair the raffle event.

New Business

Steve Vorenkamp said the Recreational Passport Grant application for the Little Traverse Conservancy parking improvements was submitted by Emily Myerson. A decision should be made by December 2013.

Steve Vorenkamp said the approximate cost of C2AE's engineering and survey expenses (including time and materials) to determine the road right of way along the second phase of the trail is \$4,000.

Motion

Moved by Jay Jontz and seconded by Bert Ebbers to approve the approximate cost of C2AE's engineering and survey expenses (including time and materials) to determine the road right of way along the second phase of the trail in the amount of \$4,000.

Motion unanimously approved.

Donations

Steve Vorenkamp said the following donations have been made: Hospitalists of Northern Michigan \$5,000, Citizens National Bank \$2,500 and Xcel Physical Therapy and Fitness \$500. Business donors will be recognized on the parking lot sign at Chaboiganing Nature Preserve. The trail committee will continue to discuss how to recognize non business donors.

Public Comment

Jim Larson asked why the meeting schedule for the Burt Lake Trail is not posted on the Burt Township Web Site. Connie Vorenkamp will review the website and follow up with Jim.

Next Meeting

The next Burt Lake Trail meeting has been rescheduled from April 22, 2013, to April 29, 2013, at 7 p.m.

Motion to Adjourn

Moved by Jay Jontz and seconded to Gary Street to adjourn.

Motion unanimously approved.

Meeting adjourned at 8:15 p.m.

Joyce Hutto-Nolan, Recording Secretary