

**Minutes of  
BURT LAKE TRAIL COMMITTEE  
April 29, 2013**

A meeting of the Burt Lake Trail Committee was called to order by Ann Baughman, Vice Chair on April 29, 2013, at 7 p.m. at the Burt Township Hall, 7029 Birchwood Road, Cheboygan, Michigan.

Committee Members Present: Ann Baughman (Vice Chair), Virginia Chenevere, Jay Jontz, Frank Kestler, Kim Kihnke, Gary Street, Mary Street and Connie Vorenkamp.

Committee Members Absent: Bert Ebbers, Kelley Jontz, Art Pillen, Mac Richardson, John Roberts and Steve Vorenkamp.

Also Attending: Jon Jontz, Jim Larson and Joyce Hutto-Nolan (Recording Secretary).

**Approval of Minutes**

Moved by Connie Vorenkamp and seconded by Jay Jontz to approve the minutes of March 25, 2013, as written.

**Motion unanimously approved.**

**Burt Lake Trail**

**Financial**

Ann Baughman said that representatives of Burt Township, Steve Vorenkamp, Connie Vorenkamp, and Bill Kanine, CPA, met to discuss how reimbursements will take place with grant funds.

Connie Vorenkamp reported that M&M Excavating has been chosen for the construction of the Burt Lake Trail. Connie outlined the payment procedure process. M&M will be invoicing on a two week basis and will submit its invoices to C2AE for approval. Following approval, the invoice will be sent to MDOT. MDOT will pay the invoice and will bill the Cheboygan Road Commission 40% of the invoice. The Road Commission will invoice Burt Township, and the Township will pay the invoice. Copies of invoices and cancelled checks from the Burt Township payments will be sent to Michigan Natural Resource Trust Fund (MNRTF). MNRTF will reimburse Burt Township the appropriate amount from the grant trust fund.

Gary Street reported that the Burt Lake Trail total actual income as of March 31, 2013, is \$163,326.25. Unpaid pledges total \$19,190. \$182,516.25 is the overall total including the unpaid pledges.

**Burt Lake Trail Update**

M&M Excavation presented the lowest bid and will construct the first phase of the Burt Lake Trail from Maple Bay to Hogsback Road.

A pre-construction conference is scheduled for early May to complete trail details. Construction is scheduled to begin May 13, 2013.

C2AE will complete its engineering study in June for the road right of way for the second phase of the trail.

### **Trail Opening Event**

Kim Kihnke said the plans for the event celebrating the completion of the trail are on hold until after the pre-construction conference.

Virginia Chenevere shared information on ordering Burt Lake Trail logo t-shirts.

#### **Motion**

Moved by Frank Kestler and seconded by Jay Jontz to purchase 100 Burt Lake Trail logo t-shirts.

**Motion unanimously approved.**

### **New Business**

Ann Baughman said that Jess Miller and Margie Reh, chairs of the Kayak/Biathlon, announced that the proceeds of the Kayak/Biathlon which will take place on July 21, 2013, during the Indian River Summerfest, will be donated to the Burt Lake Trail.

Connie Vorenkamp shared information on the MNRTF signage requirements. It was recommended by the committee to place the sign at the Cheboiganing Nature Preserve trail head.

#### **Motion**

Moved by Jay Jontz and seconded by Mary Street to approve the purchase of the required signage.

**Motion unanimously approved.**

### **Old Business**

Letters will be mailed to all Burt Township residents with information about the progress of the Burt Lake Trail.

### **Public Comment Period.**

Jim Larson suggested that the work be verified and reconciled that it is done correctly. Gary Street said that C2AE will certify that the work is done completely and correctly. Connie Vorenkamp said that C2AE will approve invoices before they are sent to MDOT.

**Public Comment Period Closed.**

### **Next Meeting**

The next trail meeting will be June 24, 2013, at 7 p.m. at the Burt Township Hall.

### **Motion to Adjourn.**

Moved by Jay Jontz and seconded by Frank Kestler to adjourn

**Motion unanimously approved.**

Meeting adjourned at 7:45 p.m.

Joyce Hutto-Nolan, Recording Secretary