

A. Commission – To be ratified

County Commissioners

- Itasca County Terry Snyder

The above nomination was elected by unanimous voice vote.

Township Officials

- Cook County No nomination received
- Carlton County Jason Paulson

The above nominations were elected by unanimous voice vote.

Communities Under 10,000

- Lake County Carlene Perfetto
- Cook County Anton Moody
- Carlton County David Lucas

The above nominations were elected by unanimous voice vote.

Communities Over 10,000

- Duluth Gary Anderson
- Grand Rapids Dale Adams

The above nomination was elected by unanimous voice vote.

School Boards

- #ISD318, Grand Rapids Pat Medure

The above nomination was elected by unanimous voice vote.

Native American Tribal Council

- Bois Forte Sidra Starkovich

The above nomination was elected by unanimous voice vote.

At Large Members

- Lake County Mike Hoops
- Cook County Gordon Salisbury
- Koochiching County Paul Nevanen

The above nominations were elected by unanimous voice vote.

Advisory Committee

- MIC Earl Elde
- Area Agency on Aging Anne Varda
- NEMNATP JinYeene Neumann

The above nominations were elected by unanimous voice vote.

B. Board of Directors – To be voted

County Commissioners

- Aitkin County Don Niemi
- Cook County Ginny Storlie
- Koochiching County Wade Pavleck

The above nominations were elected by unanimous voice vote.

Native American Tribal Council

- NATC

Jason Hollinday

The above nomination was elected by unanimous voice vote.

At Large

- At Large

Mary Somnis

The above nomination was elected by unanimous voice vote.

Advisory Committees

- MIC
- Area Agency on Aging
- NEMNATP

Earl Elde

Anne Varda

JinYeene Neumann

The above nominations were elected by unanimous voice vote.

D. Recognition of Outgoing Members

The following members were recognized and thanked for their service to the Arrowhead Regional Development Commission:

Earl Grano
Daniel Manick
Bob Manzoline

Townships
School Boards
NEMNATP

3. CONSENT AGENDA for approval of the following

A. Commission Meeting Minutes, October 18, 2018

Pages 7-9

B. Resolution: Ratification of ACA Elected Members

Page 11

Motion by Allen Rasmussen/Kevin Adee to approve the Consent Agenda. Motion carried unanimously.

4. EXECUTIVE COMMITTEE REPORT – Dick Brenner

Pages 13-19

- **Resolution:** Adoption of the 2019 Final Budget

Chair Brenner requested the Finance Director to report on the 2019 Final Budget. The Finance Director reported there were few changes from the preliminary budget. There was a reduction of approximately \$304,000. It went from \$6,880,119 to \$6,575,364. The Finance Director reported this is because submission of Area Plans to Governing Boards at the State level are sent by Advisory Committees after the ARDC October 2018 meeting for approval. There were no changes to the MIC budget.

The AAAA had a few increases in funding due to available grants versus previous expectations. Kristi Kane, Aging Director, stated there is a budget revision proposed for April of an increase of \$225,000. K. Kane also reported the initial 3-year grant for Juniper has expired, but now have applied for 2 grants; there will be less funding as development will decrease but capacity will increase.

Regional had a slight change based on grant dependency on smaller timelines and projects. Originally, it was set for \$328,000 but it is now approximately \$304,000. Regional Director, Andy Hubley, added comment that staffing pay is based on a 6-month cycle. There may be a need for increased staffing in Regional for 2019.

The Finance Director added comment that a primary job of Commission members is to ensure tax dollars are spent wisely by approving the Final Budget.

Motion by Allen Rasmussen/Joel Hoppe to approve the 2019 Final Budget. Motion carried unanimously.

5. **RESOLUTION:** Authorizing a Contract with The Northspan Group, Inc. for the Administration of the Arrowhead Regional Development Commission Revolving Loan Fund for 2019. (A. Hubley) Page 26

Motion by Allen Rasmussen/Earl Elde to approve the Resolution. Motion carried by majority. One opposed.

There was discussion around what potential benefits there would be of having ARDC administer the RLF program versus the Northspan Group. There was one opposition with request for reexamination of exploring other vendors and/or administering the RLF process in-house. A. Hubley and Finance Director stated the process of necessary training, structure and resources involved have been reviewed and discussed but further research is necessary. A. Hubley and Finance Director agreed to continue to explore this opportunity.

6. **FINANCIAL REPORT** – Sr. Mary Matthew Morrisroe, Finance Director Pages 22-25

- November 2018 Financial Summary

Finance Director reported on the November's 2018 Financial Summary. The Finance Director stated the month ended well within the budget. The Finance Director stated there are diligent efforts being spent on the preliminary close out of the general ledger accounts. General ledger accounts can vary significantly after the preliminary close before the accounts are audited. The audit is scheduled for the first week in May 2019, with RSM US LLP as auditors. The work on closeouts is being done with Division Directors on their Division grants and contract. She added close attention is being made on match, indirect and fringe benefits as usage and costs play a significant role in fringe percentages and available offerings. It was also reported ARDC continues to remain below 35% on fringe benefits for overall compensation for the budget.

Motion by Allen Rasmussen/Earl Elde to approve the financial reports. Motion carried unanimously.

7. **PRESENTATION:** Charlie Moore, Sr. GIS Specialist, provided explanation and a review of recent findings from an Economic Paved Trail Study. (Handout attached.) More information about this study can be found at <http://www.ardc.org/PavedTrailStudy>.
8. **PRESENTATION:** Kimberly Scanlon, Eldercare Development Partnership Coordinator, provided an overview of the Rural Aging Initiative and ARDC's partnership with the Northland Foundation. (Handout attached.)

9. Other Updates.

The MIC Director, Ron Chicka, reported the government shutdowns are not currently affecting MPOs. There are relationship building efforts occurring with MPO's. Funds are being made available through House of Representative funds transfer and transfer of funds for Infrastructure. The MIC Division will be discussing long-range plans in upcoming meetings. The Aging Director reported there are increased budget revisions expected in April. The Area Plan was approved by the MN Board on Aging. They are also collaborating in partnership with the DHS and RTCs.

The Regional Director provided a building update. He reported the initial phase addressed the outside façade and security needs. He reported it was identified all current staff could be located in the current ARDC building with changes. A proposal was just received from an architect for overseeing the project for the next phase.

10. UPCOMING MEETINGS

- **Board Meeting** – February 21, 2019, ARDC Conference Rooms
- **Board Meeting** – March 21, 2019, ARDC Conference Rooms
- **Commission Meeting** – April 18, 2019, City of Hermantown Training Center, 5111 Maple Grove Road, Hermantown, MN

11. ADJOURN – Motion by Dick Brenner to adjourn. Meeting was adjourned at 11:44 a.m.

Attest:



Dick Brenner, Chair



Krista Mattila, HR Manager