



**ARROWHEAD REGIONAL DEVELOPMENT COMMISSION
& BOARD OF DIRECTORS**

Thursday, October 24, 2019
Greysolon Plaza – Duluth, MN

Minutes

Members Present	Representing	Others Present	Representing
Allen Rasmussen	Koochiching County – At Large (Treasurer)	Krista Mattila	ARDC
Gary Anderson	Communities Over 10,000 - Duluth	Andy Hubley	ARDC
Earl Elde	Advisory Committee - MIC	Ron Chicka	ARDC
Dirk Davis	Township Official – Morcom Township	Sr. Mary Matthew Morrisroe	ARDC
Tim Harkonen	Communities Over 10,000 - Hibbing	Kristi Kane	ARDC
Pat Medure	School Boards	Bob Palmquist	Northspan
Joel Hoppe	At Large	Bill Pratt	Aitkin County
Frank Jewell	Commissioner - St. Louis County	Carol Pavleck	Guest
David Lucas	Communities Under 10,000 – Carlton County		
Paul Nevanen	At Large		
Wade Pavleck	Commissioner - Koochiching County		
Calvin Saari	Communities Under 10,000 - Itasca County		
Mary Somnis	At Large		
Anne Varda	Advisory Committee - AAAA		
Bobby Deschampe	NATC – Grand Portage		
Ginny Storlie	Commissioner - Cook County		
Warren Tinker	Townships – St. Louis Co.		
Jason Hollinday	Native American Tribal Council – FOND DU LAC Reservation – (Secretary)		
Don Niemi	Commissioner - Aitkin County (V. Chair)		
Brian Briggs	Communities under 10,000 - Koochiching County		
Jason Paulson	Township Official – Carlton County		
Gordon Salisbury	At Large		
Members Absent	Representing		
Dick Brenner	Commissioner - Carlton County (Chair)		
Charles Baribeau	Communities under 10,000 - St. Louis County		
Dale Adams	Communities Over 10,000 – Grand Rapids		
Jim Berg	Township Official – Workman Township		
Walter Hautala	School Boards		
Jeremy Hurd	Commissioner - Lake County		
Kevin Adee	Township Official – Koochiching County		
Sidra Starkovich	Bois Forte Tribal Government		
Anton Moody	Communities Under 10,000 – Cook County		
JinYeene Neumann	Advisory Committee - NEMNATP		
Carlene Perfetto	Communities Under 10,000 – Lake County		
Larry Salmela	Township Official - Itasca County		
Terry Snyder	Commissioner - Itasca County		
Michael Hoops	At Large		
Roger Maki	Communities Over 10,000 - Cloquet		
Beth Olson	Commissioner - St. Louis County		

1. CALL TO ORDER / INTRODUCTIONS / AGENDA REVIEW – Allen Rasmussen, Treasurer
The meeting was called to order by Treasurer, Allen Rasmussen, at 11:00 a.m.

2. **CONSENT AGENDA for approval of the following**
 - A. **Commission Meeting Minutes, July 18, 2019.**
Motion by Cal Saari/Don Niemi to approve the Consent Agenda. Motion carried unanimously.
3. **RESOLUTION:** Authorization an Agreement between Arrowhead Regional Development Commission and Aune-Fernandez Landscape Architects to Conduct a Design Process in Respect to the Northeast Koochiching County Transportation Plan. (Andy Hubley)
Motion by Frank Jewell/Joel Hoppe to support the Resolution. Motion carried unanimously.
4. **RESOLUTION:** Authorization to Enter into Agreements with the Minnesota Department of Transportation and the Northwest Regional Planning Commission for Federal and State Planning Funds for Support of Work Program Activities by the Metropolitan Interstate Council for Calendar Year 2020-2021. (Ron Chicka)
Motion by Anne Varda/Ginny Storlie to approve the Resolution. Motion carried unanimously.
5. **RESOLUTION:** Authorizing a Two Hundred Forty-Four Thousand Eight Hundred Dollars (\$244,800) Loan Request from ARDC's Regional Revolving Loan Fund to Hanzell Co. dba Cedarbrook Lumber and Hanzell Properties, LLC. (Aitkin, MN). (*Bob Palmquist*)
Motion by Don Niemi/Joel Hoppe Varda to approve the Resolution. Motion carried unanimously.
6. **APPROVAL OF ARDC'S 2020 BENEFITS PLAN – *Krista Mattila***
Human Resources Manager reviewed ARDC's proposed 2020 employee benefits plan.
Motion by Frank Jewell/Mary Somnis to approve ARDC's 2020 Benefits Plan. Motion carried unanimously.
7. **FINANCIAL REPORT – *Sr. Mary Matthew Morrisroe, Finance Director***
Finance Director reported almost all of the RLF available funds have been dispersed and we are under 50% administrative fees. Finance Director stated on our Statement of Operations we are on budget but noted our interest rates will be going down. She also noted on the Balance Sheet, fund balances assigned for new equipment and building renovation will be spent soon and replenished in the internal services fund through depreciation.
Resolution: Authorizing the Levy of \$656,887 Against All Taxable Property in the Arrowhead Region. Finance Director reported on the 2020 Proposed Budget. She noted there were two changes since the Preliminary Budget: 1. \$100,000 down for RLF and 2. AAAA received additional funding.
Motion by Earl Elde/Frank Jewell to approve ARDC's Proposed Budget Resolution. Motion carried unanimously.
8. **MANAGEMENT UPDATE:**
The Regional Director stated the Management Team continues to meet frequently. ARDC's building renovations are progressing nicely but there have been some project delays (carpet, tile, sign permits). The team is hopeful for a formal ribbon cutting event to be held once the project is complete; hopefully within the next month or so. Other recent discussions have involved ARDC's 2020 employee benefit plans, technology review and updates. Regional Director stated the Regional Transportation Coordination Committee efforts with MNDOT have begun. A new Transportation Coordinator has been hired to lead this effort.

The MIC Director stated the Long-Range Plan has been finalized. He also reported the Twin Ports Freight showcase occurred and was a well-attended, successful, educational event. The MIC is continuing to work with the Department of Transportation on the Twin Ports Interchange. He stated there are multiple, various phases involved in this large project. The Aging Director reported they submitted their Area Plan early this month to the State, which is currently under review. The Open Enrollment period for the Senior LinkAge Line has begun and, thankfully, fully staffed to handle the large call volume. They are working on augmenting grants and distributing carry-over funds. She also reported there has been a strong community response for the 2020 competitive round.

9. UPCOMING MEETINGS

- **Board Meeting** – November 21, 2019, ARDC Conference Room
- **Board Meeting** – December 19, 2019, ARDC Conference Room
- **Commission Meeting** – January 16, 2020 (*Annual Meeting*), Holiday Inn, Duluth
200 West First Street, Duluth, MN, Lake Huron Room (*Ballroom level*)

10. **ADJOURN** – Meeting was adjourned at 11:46 a.m.

Attest:



Dick Brenner, Chair



Krista Mattila, HR Manager