

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION

Thursday, March 18, 2021 – 10:00 a.m. – 12:00 p.m.

VIRTUAL & TELEPHONE MEETING (Pandemic)

Minutes

Members Present

Dick Brenner, Chair
Wade Pavleck
Allen Rasmussen
Pete Walsh
Ginny Storlie
Mary Somnis
Pam Franklin
Tom Szukis
Paul Nevanen
Frank Jewell

Representing

Carlton County
Koochiching County
At Large, Treasurer
Lake County
Cook County
At Large
AAAA Advisory Comm
MIC Advisory Comm
At Large
St. Louis County

Others Present

Kristi Kane
Krista Mattila
Sr. Mary Matthew Morrisroe
Andy Hubley
Kristi Kane
Richard Sarra
Charlie Moore

Representing

ARDC
ARDC
ARDC
ARDC
ARDC
ARDC
ARDC

Members Absent

Don Niemi, V Chair
Terry Snyder
Duane Hill
Jason Holliday, Sec.

Aitkin County
Itasca County
NEMNATP Advisory Committee
NATC

1. **CALL TO ORDER** The meeting was called to order by Chair, Dick Brenner at 10:01 a.m.
2. **CONSENT AGENDA for approval of the following:**
Board Meeting Minutes, February 18, 2021.
Motion by Allen Rasmussen/Frank Jewell to support. Motion carried unanimously as no members opposed or recused upon request.
3. **RESOLUTION:** Authorization to Accept Funds from Federal State Health Insurance Assistance Program (SHIP) Funding in the Amount of \$27,000. *(Kristi Kane)*
Motion by Allen Rasmussen/Mary Somnis to support. Motion carried unanimously as no members opposed or recused upon request.
4. **RESOLUTION:** Authorizing ARDC to Accept Supplemental Nutrition and Administrative Funding Through the Consolidated Appropriations Act (CAA) funding in the amount of \$221,486. *(Kristi Kane)*
Motion by Mary Somnis/Paul Nevanen to support. Motion carried unanimously as no members opposed or recused upon request.
5. **RESOLUTION:** Authorizing ARDC to Accept Funding from the Minnesota Department of Human Services for the Arrowhead ElderCare Development Partnership (EDP) Project. *(Kristi Kane)*
Motion by Frank Jewell/Paul Nevanen to support. Motion carried unanimously as no members opposed or recused upon request.
6. **RESOLUTION:** Authorization to Contract with a Vendor for Educational Caregiver Support Materials. *(Kristi Kane)*
Motion by Pam Franklin/Allen Rasmussen to support. Motion carried unanimously as no members opposed or recused upon request.
7. **RESOLUTION:** Authorizing an Application for Regional Transportation Coordinating Council Phase IV Implementation Grant Funding and Acceptance of Funds Awarded. *(Andy Hubley)*
Discussion occurred. Language adjustments necessary. Motion by Frank Jewell to

approve with necessary adjustments/Wade Pavleck to support. Motion carried unanimously as no members opposed or recused upon request.

- 8. RESOLUTION:** Authorizing an Agreement between the Arrowhead Regional Development Commission and the Minnesota Department of Transportation for the Distribution of MnDOT Safe Routes to School Planning Assistance Funds. *(Andy Hubley)*

Motion by Paul Nevanen/Ginny Storlie to support. Motion carried unanimously as no members opposed or recused upon request.

- 9. RESOLUTION:** Authorization of Loan Requests totaling Two Hundred and Sixty-Five Thousand Dollars (\$265,000) from ARDC's CARES Regional Revolving Loan Fund for Little Fish on the Lake Daycare (Grand Rapids, MN), Rapid Fuel LLC (Grand Rapids, MN), Yellow Bike LLC (Hermantown, MN), Bailey's Courtyard Café (Hibbing, MN) and The Lake and Company (Grand Rapids, MN). *(Andy Hubley)*

Motion by Allen Rasmussen/Frank Jewell to support. Motion carried unanimously as no members opposed or recused upon request.

- 10. PRESENTATION:** "North Shore Erosion Study Phase 2.", *Charlie Moore, ARDC Sr. GIS Specialist*

11. REVOLVING LOAN FUND (RLF) REPORT.

The Finance Director reviewed the RLF Loans receivable and activity report. It was noted all newly approved funds have been disbursed. A total of 37 loans have been submitted for the EDA. The RLF staff are working closely on delinquent loans; continued COVID restrictions are causing delays for businesses.

12. FINANCIAL REPORT

Finance Director reviewed ARDC's January's financial reports. She noted two areas that were affecting the Balance Sheet: 1. there is only one full pay period in January, and, 2. the accounts payables cycle occurs the end of January. The majority of Accounts Receivables were recouped in February. She also noted the name is changing from "MAGIC" Fund to "Restricted" or "Operating" Fund.

13. MANAGEMENT UPDATE

As a result of collective feedback during the management team's performance evaluations, some organizational changes are occurring.

With an increase of COVID vaccine distributions, staff are getting closer to returning.

A compensation study analysis draft report was received from the consultant for feedback. A final report is expected in early April.

Chair Brenner, Allen Rasmussen, HR Manager/Board Coordinator and ARDC Planning Director met to review the status of potential ARDC Bylaw's revisions. The hope is to restart the Bylaw committee meetings over the next few months.

ARDC Planning: Director Andy Hubley stated, as expected, the Comprehensive Economic Development Strategy (CEDS) is a very robust process with input meetings occurring in all communities and sectors. It is Hubley's intent to hold an input session with the entire Commission at the April meeting.

Aging: Director Kristi Kane stated the Minnesota Board on Aging is entering into a strategic plan which will look at the network structure as well as assess the federal funding formula. AAAA anticipates around 1.2 million in funding from the American Rescue Plan Act, based on the past formulas for distribution, but have not heard an allocation yet.

Aging is working on granting out carryover funds in the region and will be awarding out funds in two rounds. In addition, the ACA has started the annual Review of Grant Awards for 2022.

Advisory Committee member Pam Franklin provided the following report from their last ACA Board Meeting. At the meeting, members were reminded to sign up for committees.

Rebecca Sash gave an update on "Strategy for CarryOver Plan" due 3/21 to state.

There was a presentation from Olivia Mastry and Amande Hitchner from the Collective Action Lab. who presented a review of results from regional interviews, as well as the ACA on determined needs/and themes in our region concerning elders. Key themed areas identified were: 1. Awareness/Navigation/referrals of and for local resources. 2. Concern for social isolation of older adults. 3. Capacity of sustaining existing ageing networks and non-profits. 4. Community Infrastructure - age friendly. 5. Technology access. Georgia Lane asked for Board members to join a committee of interest to share their expertise in "the Power of Passion" to further - Age Friendly Communities.

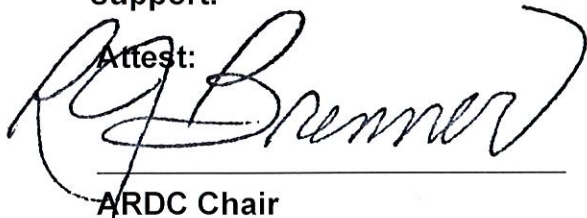
MIC: MIC GIS Specialist, Richard Sarran, provided a few key project updates. He stated the Central Entrance consultant has been chosen for the upcoming Central Entrance Study. They have also submitted a letter of support for a MN Local Road Grant application for a road project along 21st Avenue East. The MICs Traffic Demand Model has been requested by Duluth's consultant LHB to do an operational analysis of 2nd Street corridor to pinpoint congestion areas to be addressed around the Essentia development, along with, a scenario whereby 6th Ave E serves as a connection from 1st to 2nd (currently does not exist). He also noted that the Federal Legislation (regarding the national transportation reauthorization bill) is discussing a possible reduction from 20% local to 10% as this would help most local hosts of MPO's who have reduced revenue flows due to the pandemic.

14. UPCOMING MEETINGS

- **Commission Meeting** – April 15, 2021 – Virtual
- **Board Meeting** – May 20, 2021 – Virtual/ARDC
- **Board Meeting** - June 18, 2021, TBD – Virtual/ARDC

15. **ADJOURN** Meeting was adjourned at 11:02 a.m. **Frank Jewell/Allen Rasmussen** to support.

Attest:



Handwritten signature of the ARDC Chair, appearing to read "R. Brenner".

ARDC Chair



Handwritten signature of Krista Mattila.

Krista Mattila, HR Mgr/Commission Coordinator