

**ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)**  
August 18, 2022 – 10:00 a.m. – 12:00 p.m.  
**HYBRID (IN-PERSON, VIRTUAL & TELEPHONE MEETING (Pandemic))**  
**ARDC Duluth Office**

**Minutes**

**Members Present**

Dick Brenner, Chair  
Paul Nevanen  
Joel Hoppe  
Wade Pavleck  
Allen Rasmussen  
Ginny Storlie  
Pete Walsh  
Frank Jewell  
Leo Trunt

**Representing**

Carlton County  
At Large  
At Large  
Koochiching County  
At Large, Treasurer  
Cook County  
Lake County  
St. Louis County  
Itasca County

**Others Present**

Krista Mattila  
Kristi Kane  
Sr. Mary Matthew Morrisroe  
Andy Hubley  
Richard Sarran  
Ron Chicka

**Representing**

ARDC  
ARDC  
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ARDC  
ARDC

**Members Absent**

Don Niemi, V Chair	Aitkin County
Jason Holliday, Sec.	NATC
Pam Franklin	AAAA Advisory Comm

1. **CALL TO ORDER:** The meeting was called to order by Chair Brenner at 10:00 a.m. Roll call was taken.
2. **CONSENT AGENDA for approval of the following:**  
Board Meeting Minutes, June 16, 2022.  
**Motion by Rasmussen/Jewell to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**
3. **RESOLUTION:** Authorizing the Awarding of 2022 Older Americans Act Title III-E Carryover Caregiver Support Funds. (Kristi Kane)  
**Motion by Rasmussen/Hoppe to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**
4. **RESOLUTION:** Authorizing a Work Agreement with the Minnesota Department of Transportation to Provide Facilitation Services for the Aitkin Area Transportation Plan. (Andy Hubley)  
**Motion by Pavleck/Rasmussen/Hoppe to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**
5. **RESOLUTION:** Authorizing an Agreement between the Arrowhead Regional Development Commission and a Qualified Architect/Engineer Team to Conduct a Community Design Process in Respect to the Aitkin Area Transportation Plan. (Andy Hubley)  
**Motion by Pavleck/Rasmussen/Hoppe to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**
6. **RESOLUTION:** Authorizing ARDC to Contract with the City of Two Harbors to Provide Planning and Technical Assistance if Requested. (Andy Hubley)  
**Motion by Jewell/Pavleck to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**
7. **RESOLUTION:** Authorization of Loan Requests totaling One Hundred and Twenty-Five Thousand Dollars (\$125,000) from ARDC's CARES Revolving Loan Fund for Hucklebeary, LLC (Duluth, MN) and RLB, LLC. (Andy Hubley)

**Motion by Jewell/Pavleck to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**

8. Executive Director Hubley reviewed the *Legacy Revolving Loan Fund Plan*. Hubley presented two motion requests for immediate approval:

1. Approval to disburse Legacy RLF funds for natural disaster requests.

**Motion by Rasmussen/Nevanen to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**

2. Approval to disburse Legacy RLF funds for childcare center requests.

**Motion by Rasmussen/Nevanen to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.**

9. **REVOLVING LOAN FUND (RLF) REPORT** – Sister Mary Morrisroe, Finance Director

The Revolving Loan Fund Reports were received. Finance Director reported they have moved past the disbursement phase of the CARES program. The RLF administration team is still working closely on delinquent accounts. They are continuing to meet the goal of no more than fifty percent for administrative fees.

10. **FINANCIAL REPORT**

July's financial reports were received. Finance Director reported ARDC is close to budget with expected expenses.

11. **MANAGEMENT UPDATE**

- Operations/Agency-Wide:

The security strike on ARDC's 2<sup>nd</sup> floor door is not working.

ARDC's HVAC system is not cooling downstairs or the conference room very well. Looking at alternate solutions; possibly adding a 3<sup>rd</sup> unit.

A Public Meeting was held at ARDC on Wednesday, August 10, 2022 to provide the public an opportunity to comment on ARDC's proposed 2023 budget and tax levy. No public attended.

Several employees are going through status changes based on the newly approved Salary Range Structure in April. The new compensation has also led to a significant increase of interested candidates for an Aging position.

- ARDC Planning: Executive Director reported on a few initiatives:

Bois Forte has received a large grant. This will be an extensive project and is very good news. Kudos to Beverly Sidlo-Tolliver, ARDC's Transportation Coordinator, for the work on this project.

Safe Routes to School in Chisholm, Little Fork and Grand Portage is wrapping up.

The Gitchi-Gami Trail Association's annual bike ride event is taking place this Saturday, August 20<sup>th</sup>.

Two Planners are attending a Brownsfield conference in Oklahoma.

A new Byways trail plan is starting.

A meeting was held with WLSSD regarding landfill opportunities.

- Aging: Aging Director reported:

Review Task Force is reviewing applications for funding in 2023.

Allocation of Title III-E Caregiver Support funds from 2021 Carryover dollars.

Advisory Committee member recruitment is in progress.

Working with the MBA on State Plan on Aging.

Finished up Scrubs Camps for 2022 and working on EMT training for Ageism 101 and Mental Health First Aid for Aging community members.

Contracting with Lighthouse Center for Vital Living to perform work around technology and social isolation.

Presented with Mayor Emily Larson, Reverend Pat Patricia Benson and Senator Klobuchar in Duluth regarding the new legislation for prescriptions drug cost – that is couched in the Inflation Reduction Act.

[https://www.democrats.senate.gov/imo/media/doc/inflation\\_reduction\\_act\\_one\\_page\\_summary.pdf](https://www.democrats.senate.gov/imo/media/doc/inflation_reduction_act_one_page_summary.pdf)

- MIC: MIC Director reported:

MIC is currently working on their 2023 budget.

The Safety Action Plan is being evaluated including reviewing multi-modal needs for every intersection in the area. Once a plan is set, they can apply for infrastructure funding.

MIC is continuing to assist with the Blatnik Bridge project.

The I-35 Corridor Plan is in full swing. There is a lot of data collection and modeling work that will be occurring through next year, including exits and entrances.

The City of Duluth just received a significant amount of funding to be used for street improvements on West Superior Street.

From dialog at this Board meeting, MIC Director will investigate safety concerns and solution options around multi-wheeled, and electric, equipment currently being used in bike lanes and on the Lakewalk.

## 12. APPRISE FROM BOARD MEMBERS &/OR GUESTS

The Board Coordinator reminded members to turn in their Conflict of Interest Forms.

Board and Commission elections are coming soon.

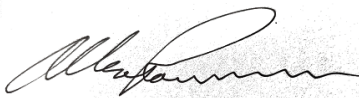
Jason Paulson, ARDC Commissioner, is resigning in September. Clayton Kauppila is expected to fill his term. Clayton will need to be ratified at the next Commission meeting.

## 13. UPCOMING MEETINGS

- **Board Meeting** – September 15, 2022 – ARDC
- **Commission Meeting** – October 20, 2022 – Hermantown Training Center
- **Board Meeting** – November 17, 2022 – ARDC

## 14. ADJOURN Meeting was adjourned at 11:05 a.m. **Motion by Rasmussen/Jewell to support.**

Attest:



⊛ ARDC Chair

⊛ Acting Chair



Submitted by Krista Mattila, HR Mgr/Board & Commission Coordinator