

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)
November 17, 2022 – 10:00 a.m. – 12:00 p.m.
HYBRID (IN-PERSON, VIRTUAL & TELEPHONE MEETING (Pandemic))
ARDC Duluth Office

Minutes

Members Present

Don Niemi
Paul Nevanen
Pam Franklin
Wade Pavleck
Allen Rasmussen
Ginny Storlie
Pete Walsh
Frank Jewell
Leo Trunt

Representing

Aitkin County
At Large
AAAA Advisory Comm
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
ARDC
ARDC
ARDC
ARDC

Members Absent

Dick Brenner, Chair
Jason Holliday, Sec.
Joel Hoppe

Carlton County
NATC
At Large

1. **CALL TO ORDER:** The meeting was called to order by Allen Rasmussen, acting Chair, at 10:00 a.m. Roll call was taken.
2. **CONSENT AGENDA for approval of the following:**
Board Meeting Minutes, August 18, 2022.
Motion by Storlie/Jewell to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
3. **RESOLUTION:** Ratification of Elected Members of the Advisory Committee on Aging. (*Kristi Kane*)
Motion by Rasmussen/Hoppe to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
4. **RESOLUTION:** Authorization to enter into a Memorandum of Understanding with the Northland Foundation for continuation of RAI work in Phase II of the Integrated Rural Community Aging Program. (*Kristi Kane*)
Motion by Franklin/Nevanen to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
5. **RESOLUTION:** Authorization to Enter into a Partnership with the Victory Fund to Build a Regional Dementia Collaborative. (*Kristi Kane*)
Motion by Jewell/Walsh to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
6. **RESOLUTION:** Authorizing the Awarding of 2023 Older Americans Act Title III-B and American Rescue Plan Act Supportive Service Funds. (*Kristi Kane*)
Motion by Nevanen/Niemi to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
7. **RESOLUTION:** Authorizing the Awarding of 2023 Older Americans Act Title III-C Senior Nutrition Services. (*Kristi Kane*)
Motion by Franklin/Niemi to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.

8. **RESOLUTION:** Authorizing the Awarding of 2023 Older Americans Act Title III-D and American Rescue Plan Act Disease Prevention and Health Promotion Funds. (*Kristi Kane*)
Motion by Trunt/Nevenen to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
9. **RESOLUTION:** Authorizing the Awarding of 2023 Older Americans Act and American Rescue Plan Act Title III-E Caregiver Support Funds. (*Kristi Kane*)
Motion by Franklin/Jewell to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
10. **RESOLUTION:** Authorizing ARDC to Accept Funding from the Minnesota Department of Human Services for Age-Friendly Minnesota Technical Assistance Provider Grant. (*Kristi Kane*)
Motion by Franklin/Niemi to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
11. **PRESENTATION:** *Bike the Heart*, presented by Andy Hubley, ARDC Executive Director. Commissioner Jewell also presented.
12. **RESOLUTION:** Authorizing a Work Agreement with the Minnesota Department to Provide Staff Services for the Northeast Area Transportation Partnership in 2023. (*Andy Hubley*)
Motion by Niemi/Storlie to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
13. **RESOLUTION:** Authorizing ARDC to enter into Contract Amendments with the Minnesota's Lake Superior Coastal Program and with the University of Minnesota Duluth's U-Spatial Office to Conduct Analysis for the Coastal Erosion Hazard Mapping Phase 3 Project. (*Andy Hubley*)
Motion by Jewell/Walsh to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
14. **RESOLUTION:** Authorization of Loan Requests totaling Two Hundred and Fifteen Thousand Dollars (\$215,000) from ARDC's Legacy Revolving Loan Fund for RWRE LLC DBA Red Willow Duluth. (Duluth, MN). (*Andy Hubley*)
Motion by Franklin/Jewell to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
15. **REVOLVING LOAN FUND (RLF) REPORT.** Executive Director Hubley reviewed the Revolving Loan Fund Report. Based on the approved defederalization, it was noted the application process for greater efficiency is in process.
16. **FINANCIAL REPORT**
October's financial reports were received. Finance Director reported ARDC is close to budget with expected expenses.
17. **MANAGEMENT UPDATE**
- Operations/Agency-Wide:
ARDC is currently going through a major initiative moving data files to a Cloud-based system to operate more efficiently.
A newly required multi-factor authentication process is being reviewed for implementation.
Richard Sarran, GIS Specialist, was recognized for his hard work on these two IT projects.

HR Manager/Board Coordinator reminded members that Board and Commission elections are occurring, thanked those who are no longer going to be on the Board, and encouraged members to apply for future positions.

- ARDC Planning: Executive Director reported on a few initiatives:
Safe Routes to School projects in Chisholm, Little Fork and Grand Portage are now complete. Scenic Byways projects were highlighted.
Stated things in the Division are going very well.
- MIC: MIC Director reported:
Their largest project, the I-35 Corridor Plan, is going through a review and expected to go through 2023. There was good public input at a recent meeting.
MIC is continuing to assist with the Blatnik Bridge project. An announcement on the alignment with the interchange on the WI side is expected soon.
They are still waiting for more information regarding Federal funding for bridge improvements and the Corridor's program funding.
The MIC work program is set for 2023.
- Aging: Advisory Committee member, Pamela Franklin, provided a brief overview of their last Council meeting. In November, there was a public engagement meeting held with the Director of Aging Services regarding a proposed new funding formula. Aging Director added the State is looking at the intrastate funding formula based on population. Franklin also stated annual elections were held at their last meeting.
Aging Director reported:
A new Community Development Manager was hired and scheduled to start in December to replace the current staff member who will be voluntarily changing roles and a reduction of hours.
They are working on their final 2023 budget.
Their Review Task Force reviewed applications for funding in 2023.

18. APPRISE FROM BOARD MEMBERS &/OR GUESTS

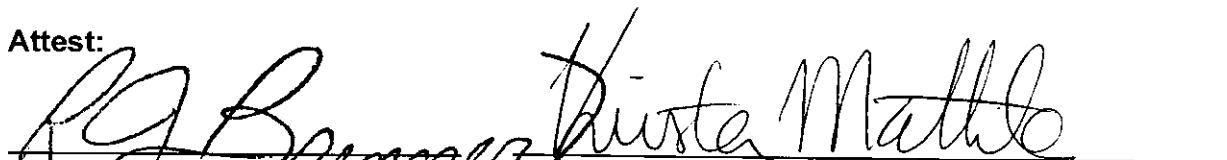
Discussion occurred about the 2023 Board and Commission elections and upcoming vacancies.

19. UPCOMING MEETINGS

- **Board Meeting** – December 15, 2022 – ARDC
- **Commission Meeting** – January 19, 2023 (**ANNUAL MEETING**) – Hermantown City Hall
- **Board Meeting** – February 16, 2023 – ARDC

20. ADJOURN Meeting was adjourned at 11:25 a.m.

Attest:


ARDC Chair

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