

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)
 March 16, 2023 – 10:00 a.m. – 12:00 p.m.
ARDC, 221 West First Street, Duluth, MN 55802 (Virtual – inclement weather)

Minutes

Present	Member's Name	Representing
X	Brenner, Dick	County Commissioners
X	Franklin, Pamela	Advisory Committees
	Harala, Annie	County Commissioner (St. Louis)
	Hell, Destry	County Commissioner (Koochiching)
X	Holliday, Jason	NATC, <i>Secretary</i>
X	Hoppe, Joel	At Large
X	Johnson, John	County Commissioner (Itasca)
X	Leiviska, Travis	County Commissioner (Aitkin)
X	Nevanen, Paul	At Large
X	Rasmussen, Allen	At Large, <i>Treasurer</i>
X	Storlie, Ginny	County Commissioners, <i>Chair</i>
OTHERS AT MEETING		
X	Ron Chicka	ARDC
X	Andy Hubley	ARDC
X	Kristi Kane	ARDC
X	Krista Mattila	ARDC
X	Sr. Mary Matthew Morrisroe	ARDC
X	Richard Sarra	ARDC

- 1. CALL TO ORDER:** The meeting was called to order by Chair Storlie at 10:00 a.m. Roll call was taken.
- 2. CONSENT AGENDA for approval of the following:**
 Addition to the agenda: Estimated Life of the Building for Accounting Purposes. Add to #9.
Motion to approve agenda with addition by Rasmussen/Nevanen to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
 Board Meeting Minutes, December 15, 2022.
Motion by Rasmussen/Nevanen to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.
- 3. Presentation: I-35 Corridor Plan,** *presented by Ron Chicka, Metropolitan Interstate Council (MIC) Director.*
- 4. Intrastate Funding Formula – Kristi Kane, Arrowhead Area Agency on Aging (AAAA) Director.**
For more information, visit: <https://www.greaterminnesotaaging.org/>
- 5. RESOLUTION:** Authorization to Contract with a Qualified Vendor to provide Respite Services with State Funding from the State of Minnesota. (*K. Kane*).
At the meeting, Director Kane asked for this Resolution to be changed, and approved, from “Authorization to Contract with ALS Association, Minnesota, North Dakota, South Dakota Chapter, a private, non-profit corporation to provide Respite Services with State

funding from the State of Minnesota”.

Motion by Rasmussen/Hollinday to support the Resolution with change. Motion carried unanimously. No members opposed, abstained, or recused upon request.

6. **RESOLUTION:** Authorizing the Arrowhead Regional Development Commission to Apply for the Regional Transportation Coordinating Council State Fiscal Year 2024 Grant and Acceptance of Funds Awarded. (*Andy Hubley*)

Motion by Brenner/Johnson to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.

7. **RESOLUTION:** Authorizing ARDC to enter into an Amendment to the Contract with Grand Portage Tribal Council to administer its EDA Public Works and Economic Development Grant for the Hat Point Ferry Terminal and Harbor Improvement Project in the Amount of \$35,000. (*A. Hubley*)

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

8. **REVOLVING LOAN FUND (RLF) REPORT** was referred to by Executive Director Hubley. Hubley noted there is a new reduced rate funding application available at www.ardc.org/RLF for COVID-19, emergencies, and childcare. Financial Director noted ARDC received a letter stating ARDC now qualifies as an “A” classification versus “B” for EDA reporting requirements.

9. **FINANCIAL REPORT.** February’s financial reports were received. Finance Director explained ARDC’s daily interest rate.

Finance Director presented on the estimated life of ARDC’s building. The Board was asked to consider changing the expected life for accounting purposes. Discussion occurred and consideration was given.

A Motion was made to increase the life expectancy to 40 years, ending in May of 2038 by Rasmussen/Johnson to support. Motion carried unanimously. No members opposed, abstained, or recused upon request.

10. MANAGEMENT UPDATE

- Operations/Agency-Wide:

Increase in skywalk security concerns. Working with DPD and Clean and Safe Team.

ARDC’s annual audit will begin in April.

Human Resources Manager has been keeping apprised on proposed paid MN Family Medical & Sick Leave.

Human Resources Manager is meeting with other RDC Administrative Team’s to discuss employment and Board best practices, policies, and procedures. These will be ongoing meetings.

Several staff changes including turnover, promotions, hires and transfers.

Management Team & HR continue to review and revise Classifications and job descriptions.

- ARDC Planning: No report given.
- MIC: Along with the presented I-35 Duluth area Corridor project, MIC Director Chicka noted there are discussions occurring of other projects including the Northern Express. The MIC’s Long-Range Plan is currently being reviewed and updated for future planning.
- Arrowhead Area Agency on Aging:
Aging Board member Franklin reported on March’s advisory board meeting. At the Aging Board meeting, the Chair made a request for Lake County Representative to the RTF (Review Task Force) committee. Ani Walter from the Review Task Force reported on the “Quick Call” callout distribution of 2023 available funds for Title III Services Requests under \$25,000.

Committee looked at services offered and areas of need. A total of \$180,359 given out from available \$184,131. Kim Scanlon gave a presentation on Land Acknowledgement that a small task force had completed. The NorthSpan group made some initiatives on Welcoming Community Initiatives, to show gratitude of land we now use. A Motion was made, and passed, to accept the Land Acknowledgement. Marjori Bottila and Kyle Mitchell from Sr LinkAge Line gave a broad overview of program and services. Director Kane gave a Director's Report. In the report, Kane stated the half-year Area Plan Report is due in June. Aging is working in partnership with Lighthouse for Vital Living with a technology grant with funds available that have to be used by June 2023 – it also includes paying for broadband access. Kane gave highlights of the 5-year Assessment stating a 78% completion rate – with largest participation from St Louis County. Legislative priorities include Nutrition: Older adults in MN must not go hungry, focusing on senior dining – congregate and home delivered meals. The Intrastate Funding Formula was also discussed and reviewed, including the advocacy webpage:

www.GreaterMinnesotaAging.org

Also discussed the Planning and Service Area (PSA) renewal.

Aging Director stated a new job posting is being worked on to replace an ElderCare Development Specialist who was recently transferred to the Planning division.

Supportive and care giver grants are available.

A request for an increase for State nutrition has passed. Waiting to see if it will be added to Omnibus Bill.

11. APPRISE FROM BOARD MEMBERS &/OR GUESTS. Chair Storlie mentioned her gratitude of having technology available to allow meetings to occur in inclement weather and pandemic situations.

12. UPCOMING MEETINGS

- **Commission Meeting** – April 20, 2023 – Hermantown City Hall
- **Board Meeting** – May 18, 2023 – ARDC/Virtual
- **Board Meeting** – June 15, 2023 – ARDC/Virtual

13. ADJOURN Meeting was adjourned at 11:45 a.m.

Attest:


ARDC Chair


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