



Arrowhead Regional
Development Commission

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

Thursday, October 19, 2023

Hermantown Public Safety Building (Training Center), Hermantown, MN

Minutes

| Present = X | Member's Name | Representing |
|--------------------|------------------------|-----------------------------------|
| | Adams, Dale | Communities Over 10,000 |
| | Adee, Kevin | Townships |
| X | Baltus, Mike | Townships |
| | Berg, Jim | Townships |
| X | Brenner, Dick | County Commissioners |
| | Briggs, Brian | Communities Under 10,000 |
| | Cuffee, Jr., Laurence | Communities Under 10,000 |
| | Davis, Dirk | At Large |
| | Deschampe, Bobby | NATC |
| | DeWitt, Sharon | Communities Under 10,000 |
| X | Franklin, Pam | Advisory Committee - AAAA |
| X | Garry, Michael "Mike" | Communities Under 10,000 |
| X | Grimm, Ashley | County Commissioners |
| | Harala, Annie | County Commissioner (St. Louis) |
| X | Hautala, Walter | School Boards |
| X | Hell, Destry | County Commissioner (Koochiching) |
| X | Hollinday, Jason | NATC |
| | Hoops, Mike | At Large |
| X | Hoppe, Joel | At Large |
| | Hurd, Jeremy | County Commissioners |
| X | Johnson, John | County Commissioner (Itasca) |
| | Kauppila, Clayton | Townships |
| X | Leiviska, Travis | County Commissioner (Aitkin) |
| | Lucas, David | Communities Under 10,000 |
| | Maki, Roger | Communities Over 10,000 |
| X | Medure, Pat | School Boards |
| X | Nevanen, Paul | At Large |
| | Niemi, Don | At Large |
| X | Rasmussen, Allen | At Large |
| | Saari, Calvin | Communities Under 10,000 |
| X | Storlie, Ginny | County Commissioners |
| | Tomanek, Terese | Communities Over 10,000 |
| X | Warwas, Cal | Townships |
| Present = X | Member's Name | Representing |
| X | Chicka, Ron | ARDC |
| X | Huble, Andy | ARDC |
| X | Kane, Kristi | ARDC |
| X | Mattila, Krista | ARDC |
| X | Morrisroe, Sister Mary | ARDC |

1. CALL TO ORDER / INTRODUCTIONS / AGENDA REVIEW – Ginny Storlie, Chair

The meeting was called to order by Chair Storlie at 10:04 a.m.

2. CONSENT AGENDA for approval of the following

Commission Meeting Minutes, July 20, 2023.

Motion by Warwas/Hoppe to support. Motion carried unanimously.

3. RESOLUTION: Authorizing ARDC to Accept New Nutrition Funds awarded through the Area Plan via Sec. 256.9752 MN Statutes in the amount of up to \$150,000. (*K.Kane*)

Motion by Rasmussen/Garry to support. Motion carried unanimously.

4. PRESENTATION: 2024-2025 MIC Work Plan, presented by Ron Chicka, ARDC MIC Director.

5. 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 2024. (*R. Chicka*)

Motion by Rasmussen/Warwas to support. Motion carried unanimously.

6. RESOLUTION: Authorization of a One Hundred Thousand (\$116,667) Loan Request from ARDC's Legacy Revolving Loan Fund to BWCA Wolf Pack LLC dba North of North. (*A. Hubley*)

Motion by Nevanen/Rasmussen to support. Motion carried unanimously.

7. REVOLVING LOAN FUND (RLF) REPORT.

The Revolving Loan Fund report was reviewed by Executive Director Hubley and Finance Director.

8. RESOLUTION: Adoption of Proposed Agency Wide 2024 Budget and 2024 Tax Levy Apportionment (*A. Hubley*)

Motion by Rasmussen/Hoppe to support. Motion carried unanimously

9. APPROVAL OF ARDC'S 2023/2024 BENEFITS PLAN.

Human Resources Manager and Finance Director reviewed ARDC's proposed 2023/2024 employee benefits plan. Discussion occurred.

Approval was unanimous as no members opposed or recused upon request.

10. FINANCIAL REPORT

September 2023 financial statements were presented.

11. RESOLUTION: Reappointment of RSM US LLP as Auditor. (*Sister Mary Matthew Morrisroe*)

Motion by Hoppe/Johnson to support. Motion carried unanimously.

12. PRESENTATION: North Shore Projects, presented by Andy Hubley, ARDC Executive Director.

13. MANAGEMENT UPDATE

Human Resources/Board & Commission Coordinator:

A recruitment meeting was held to review Planning and MIC's internships. Action plans were agreed upon for more effective and efficient processes by combining efforts with better forecasting.

HR Manager is working on ARDC's Affirmative Action Plan and Pay Equity reports for 2023. Employee Benefits Open Enrollment will be rolled out next week.

Board and Commission elections for 2024 are approaching. Notices will be sent out late October/early November. Nominating Committee members were approved by the Chair.

MIC: Director Chicka gave a presentation on MIC's Work Plan at the meeting.

Director Chicka gave a few highlights on projects they are involved with including Interstate I-35 highway improvement programs, roundabouts, Bike/Ped improvements, Downtown Duluth, Reconnecting Communities, multi-modal improvements, the Blatnik Bridge, and their participation in meetings regarding the National Transportation Bill.

Recruitment continues to be a challenge for hiring an experienced Senior Planner.

Aging: Aging Board member Franklin reported on September's advisory board meeting.

Nominations and Elections for Advisory members are in process. Volunteers were asked to visit a site for Congregate Dining. AAAA staff noted dining sites need to have a visit at least once/year. Aging staff member, Lori Kangas-Olson reported on social mapping regions, access, and gaps. At the Advisory meeting, Director Kane gave an update on Interstate Funding Formula. The State-wide Audit and Implementation of Compliance was concluded.

Nutritional Programs were the main focus. MBA outside meeting was held in Alexandria on September 21st. Grant Managers Risk Assessments is currently in process. There is a Policy Operation Committee meeting in October and will be proposing the 2024 Area Plan. At today's meeting, Director Kane stated the ALS funding was awarded; much administration was necessary.

They are currently seeking Adult Protection project funding for referral systems and community support.

They are expecting additional Nutrition funding for 2024.

Senior LinkAge Line Open Enrollment has started.

14. APPRISE FROM BOARD/COMMISSION MEMBERS &/OR GUESTS. Some topics of discussion included an Age-Friendly MN Needs Assessment Survey is coming soon to all counties. Future discussion and presentation ideas were requested covering topics such as housing and childcare.

15. UPCOMING MEETINGS

- **Board Meeting** – November 16, 2023 - ARDC
- **Board Meeting** – December 21, 2023 – ARDC
- **Commission Meeting** – January 18, 2024 (**ANNUAL MEETING**) – Hermantown Public Safety Building

16. ADJOURN – Meeting was adjourned by Chair Storlie at 11:59 p.m.

Attest:



Virginia Storlie, Chair



Minutes taken and respectfully
submitted by Krista Mattila