

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)

February 15, 2024 – 10:00 a.m. – 12:00 p.m.

ARDC, 221 West First Street, Duluth, MN 55802

Minutes

Present	Member's Name	Representing
X	Harala, Annie	County Commissioner (St. Louis)
X	Hell, Destry	County Commissioner (Koochiching)
	Hollinday, Jason	NATC, <i>Secretary</i>
X	Hoppe, Joel	At Large
	Hurd, Jeremy	County Commissioner (Lake)
X	Johnson, John	County Commissioner (Itasca), <i>Vice Chair</i>
	Kearney, Mike	County Commissioner (Aitkin)
X	Lyons, Steve	Advisory Committees
X	Nevanen, Paul	At Large
X	Rasmussen, Allen	At Large, <i>Treasurer</i>
X	Storlie, Ginny	County Commissioners (Cook), <i>Chair</i>
	Zmyslony, Susan	County Commissioners
OTHERS AT MEETING		
X	Ron Chicka	ARDC
X	Andy Hubley	ARDC
	Kristi Kane	ARDC
X	Krista Mattila	ARDC
X-MS Teams	Sr. Mary Matthew Morrisroe	ARDC
X	Josh Bergstad	ARDC

- 1. CALL TO ORDER:** The meeting was called to order by Chair Storlie at 10:01 a.m.
- 2. CONSENT AGENDA for approval of the following:**
Board Meeting Minutes, November 16, 2023.
Motion by Rasmussen/Hoppe to support. Motion carried unanimously. No members opposed or recused upon request.
- 3. RESOLUTION:** Ratification of Elected Member of the Advisory Committee on Aging. (*K. Kane*)
Motion by Rasmussen/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.
- 4. RESOLUTION:** Authorizing ARDC an agreement with the Minnesota Department of Commerce to Provide Planning and Technical Assistance Regarding Renewable Energy in the Arrowhead Region. (*A. Hubley*)
Motion by Rasmussen/Nevanen to support. Motion carried unanimously. No members opposed or recused upon request.
- 5. RESOLUTION:** Authorizing ARDC an agreement with Age-Friendly Minnesota and/or its partners to review trails in the Arrowhead Region and determine where there are age-friendly trails and associated facilities. (*A. Hubley*)
Motion by Nevanen/Hoppe to support. Motion carried unanimously. No members opposed or recused upon request.

6. **Presentation:** Short-Term Housing, *presented by Josh Bergstad, ARDC Principal Planner.*
7. **REVOLVING LOAN FUND (RLF) REPORT** was referred to by Executive Director Hubley and Finance Director Morrisroe. RLF staff are working closely with borrowers for collections.
8. **RESOLUTION:** Authorization of Bank Authorized Signatures. (*Finance Director*)
Motion by Harala/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.
9. **FINANCIAL REPORT.** January's financial reports were received. Finance Director noted because of January's late payroll close and for better efficiency of necessary audit papers, ARDC's Balance Sheet and Statement of Operations were not available for the meeting.

10. MANAGEMENT UPDATE

- Operations/Agency-Wide:
ARDCs HVAC issues were fixed.
Other ARDC building projects are being addressed.
HR Manager stated all 2023 performance reviews were conducted with the exception of one, which was expected.
There were two terminations in the Aging Division.
HR is working on a large personnel records' destruction project.
There are two At-Large applications that will be submitted to the Nominating Committee for recommendation and vote at the April Commission meeting.
- ARDC Planning: Planning is anticipating an answer on the renewable energy grant program award soon. Recruitment will be necessary for a Planner/Grant Writer. Director Hubley also stated ARDC is excited to continue to work with the Community Health Board. We just received an award which provides an additional \$5,000 to continue our work with public health measures around active living.
- MIC: Director Chicka highlighted a few key projects:
 - a. MIC's Long-Range Policy Plan.
 - b. A crash analysis plan.
 - c. A Federal grant for Safe Streets for All project; expected 4th Quarter and 2025.
 - d. The Blatnik Bridge funding was approved.
 - e. MIC Director will be attending the annual National MPO meeting in Washington D.C. next month.
- Arrowhead Area Agency on Aging: The new Aging Advisory Committee Representative for ARDC's Commission, Steve Lyons, was welcomed.

11. APPRISE FROM BOARD MEMBERS &/OR GUESTS.

Board member attendees provided insights of current issues and events occurring in their Counties. Grand Rapids YMCA, L&M Supply in Itasca, and the Northern Lights Express were some of the topics discussed.

A request was made to poll Board members for their meeting time preference. Board and Commission Coordinator will e-mail a survey to members over the next month and share the results at an upcoming meeting.

12. UPCOMING MEETINGS

- **Board Meeting** – March 21, 2024 – ARDC

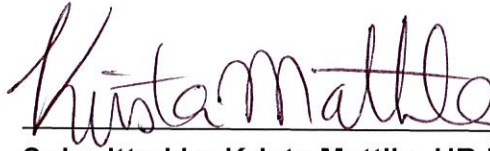
- **Commission Meeting** – April 18, 2024 - Hermantown Public Safety Building (Fire & Police) in the Training Center
- **Board Meeting** – May 16, 2024 – ARDC

13. **ADJOURN** Meeting was adjourned at 11:15 a.m.

Attest:



ARDC Chair



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