

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)

June 20, 2024 – 10:00 a.m. – 12:00 p.m.

ARDC, 221 West First Street, Duluth, MN 55802

Minutes

Present	Member's Name	Representing
	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>
X	Kearney, Mike	County Commissioner (Aitkin)
X	Lyons, Steve	Advisory Committees
X	Nevanen, Paul	At Large
	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	Kristi Kane	ARDC
X	Krista Mattila	ARDC
X-MS Teams	Sr. Mary Matthew Morrisroe	ARDC
X	Rebecca Sash	ARDC
X	Beverly Sidlo-Tolliver	ARDC
X	Victor Lund	St. Louis County Public Works Department

- 1. CALL TO ORDER:** The meeting was called to order by Chair Storlie at 10:02 a.m. Roll call was taken.
- 2. CONSENT AGENDA for approval of the following:**
 Board Meeting Minutes, June 20, 2024.
Motion by Hoppe/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.
- 3. PRESENTATION:** St. Louis County Functional Classification Change. *Presented by:* Victor Lund, PE, PTOE, Traffic Engineer, St. Louis County Public Works Department
RESOLUTION: Authorizing Functional Classification Changes for Progress Parkway (future CSAH 142), CSAH 144, CSAH 145, Hat Trick Avenue (future CSAH 146) and Industrial Park Drive (future CSAH 149) in St. Louis County. (*Sister Mary Morrisroe*)
Motion by Nevanen/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.
- 4. ARDC Interim Executive Director.** The Board unanimously agreed to appoint Aging Director Kane as an Interim Executive Director, effective Thursday, June 20th, for a 6+ month appointment, pending a permanent hire or until a permanent hire is made. Members provided their support and

gratitude to Kane. Kane accepted. Kane announced the appointment of Rebecca Sash, current Grants Manager, to Interim Aging Director for the same duration.

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

5. **RESOLUTION:** Authorizing ARDC to Contract with the North Shore Management Board (NSMB) to Provide Staffing Assistance in Fiscal Year 2025. (*Sister Mary Morrisroe*)
Motion by Kearney/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.
6. **RESOLUTION:** Application for the Area Agency on Aging CY2025 Area Plan for the Arrowhead Region. (*K. Kane*).
Motion by Nevanen/Hell to support. Motion carried unanimously. No members opposed or recused upon request.
7. **RESOLUTION:** Ratification of Elected Member of the Advisory Committee on Aging (Dani McLaughlin). (*K. Kane*)
Motion by Johnson/Hell to support. Motion carried unanimously. No members opposed or recused upon request.
8. **RESOLUTION:** Ratification of Membership of the Advisory Committee on Aging (Christopher Bonander). (*K. Kane*)
Motion by Hell/Kearney to support. Motion carried unanimously. No members opposed or recused upon request.
9. **RESOLUTION:** Authorizing ARDC to Accept Funding from the Minnesota Department of Human Services for Age-Friendly Minnesota Technical Assistance Provider Grant Extension. (*K. Kane*)
Motion by Nevanen/Hoppe to support. Motion carried unanimously. No members opposed 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. (*K. Kane*)
Motion by Johnson/Hell to support. Motion carried unanimously. No members opposed or recused upon request.
11. **REVOLVING LOAN FUND (RLF) REPORT** was referred to by Finance Director Morrisroe. Finance Director noted the administration fees for defederalized loans is under the 50 percent goal. Finance Director noted already for June, three approved loans have been funded up to the maximum of the loans. Finance Director also stated this month there was a payoff of a CARES loan. Finance Director stated by year end, administration fees are expected to be approximately 75-80 percent due to interest payment follow-ups. RLF committee members acknowledged Chad Ricard's hard work.
12. **FINANCIAL REPORT.** May's financial reports were received. The Finance Director indirect costs are as expected on the budget but indirect costs will need to be increased for 2025. Finance Director explained the decrease of administration is due to a reduction of Executive Director hours.
13. **MANAGEMENT UPDATE**
 - Operations/Agency-Wide:
In the absence of Executive Director, management recognized many staff who have gone

above and beyond to fill in any necessary gaps.

ARDCs new HVAC project was completed.

There are minimal ARDC building maintenance projects at this time.

There might be office changes next month.

The State is requiring several reconciliations for Aging and MIC: some dating back to prior years. This has increased administrative time significantly.

Two Contact Center Supervisors were recently hired. One will focus on the SLL side, the other will focus on return to community.

- ARDC Planning: Beverly Sidlo-Tolliver, Principal Planner, stated they are conducting Planner and Senior Planner interviews with the hope of having someone hired by July.

A former employee was rehired as a Data Bike Collections Assistant for the summer.

MnDOT County Board presentations.

RTCC is looking at non-emergency medical plans which Beverly presented on at a National Conference. The information was well received.

- MIC: Director Chicka highlighted a few key projects:

a. MIC's Long-Range Policy Plan.

b. Safety crash analysis plans.

c. Blatnik Bridge.

- Arrowhead Area Agency on Aging: AAAA is working on the Area Plan.

There have been many staffing transitions at the State causing delays and postponements of projects.

Staff are performing financial reconciliations and providing technical assistance. It is hopeful this will be done by the end of the year.

14. APPRISE FROM BOARD MEMBERS &/OR GUESTS.

Some members provided highlights from their Counties.

15. UPCOMING MEETINGS

- **Commission Meeting** – July 18, 2024 - Hermantown Public Safety Building (Fire & Police) in the Training Center
- **Board Meeting** – August 15, 2024 – ARDC
- **Board Meeting** – September 19, 2024 – ARDC

16. ADJOURN Meeting was adjourned at 11:26 a.m.

Attest:



ARDC Chair



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