

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)

March 20, 2025 – 10:00 a.m. – 12:00 p.m.

ARDC, 221 West First Street, Duluth, MN 55802

Minutes

Present	Member's Name	Representing
X	Briggs, Brian	At Large ((ARDC Commissioner = Communities Under 10,000 (Int'l Falls))
	Goutermont, Rick	County Commissioner (Lake)
X	Harala, Annie	County Commissioner (St. Louis)
X	Hell, Destry	County Commissioner (Koochiching)
X	Hollinday, Jason	NATC, <i>Secretary</i>
X	Hoppe, Joel	At Large
X	Johnson, John	County Commissioner (Itasca), <i>Vice Chair</i>
	Kearney, Mike	County Commissioner (Aitkin)
X	Lyons, Steve	Advisory Committee (Aging)
	Mayou, Mike	Advisory Committee (MIC)
	Medure, Pat	At Large
X	Nevanen, Paul	At Large
X	Rasmussen, Allen	At Large, <i>Treasurer</i>
X	Storlie, Ginny	County Commissioners (Cook), <i>Chair</i>
X	Zmyslony, Susan	County Commissioners (Carlton)
OTHERS AT MEETING		
X	Chicka, Ron	ARDC
X	Kane, Kristi	ARDC
X	Mattila, Krista	ARDC
X-MS Teams	Sr. Mary Matthew Morrisroe	ARDC
X	Sash, Rebecca	ARDC
X	Teskey, Beth Ann	ARDC
X	Lynn Nephew	ARDC Commissioner – Communities Over 10,000 (Duluth)

- 1. CALL TO ORDER:** The meeting was called to order by Chair Storlie at 10:00 a.m. Round robin introductions.
- 2. CONSENT AGENDA for approval of the following:**
Board Meeting Minutes, November 21, 2024.
Motion by Rasmussen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.
- 3. ARDC Staff Introduction.** *Beth Ann Teskey, ARDC Planning Director.*
- 4. PRESENTATION:** Home Sharing. *Presented by: Rebecca Sash, ARDC AAAA Director.*
- 5. RESOLUTION:** Authorizing a Contract with Wild Seeds Services for with the Professional Services with the Arrowhead Regional Development Commission for 2025. (*K. Kane*)
Motion by Rasmussen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.
- 6. RESOLUTION:** Authorizing a Contract with Chad Ricord for Assistance with the Arrowhead Regional Development Commission Revolving Loan Fund for 2025. (*K. Kane*)
Motion by Johnson/Zmyslony to support. Motion carried unanimously. No members

opposed or recused upon request.

7. **RESOLUTION:** Authorization of Loan Requests totaling Two Hundred Fourteen Thousand (\$214,000) from ARDC's Legacy Regional Revolving Loan Fund for Northern Float Center (Duluth) and Wired Whiskers (Duluth). (*K. Kane*)
Motion by Nevanen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.
8. **RESOLUTION:** Authorization of Loan Requests totaling Two Hundred Fifteen Thousand (\$215,000) from ARDC's CARES Regional Revolving Loan Fund for T&T Design LLC (Itasca), Cedar Hollow Forest School (Duluth) Duluth Running Co (Duluth) and Aitkin Machine and Manufacturing (Aitkin). (*K. Kane*)
Motion by Rasmussen/Nevanen to support. Discussion occurred over Legacy and CARES loans comparisons for interest rates and unsecured loans. Motion carried unanimously. No members opposed or recused upon request.
9. **RESOLUTION:** Authorizing the Arrowhead Regional Development Commission to Apply for the Regional Transportation Coordinating Council State Fiscal Year 2025 Grant and Acceptance of Funds if Awarded. (*B. Teskey*)
Motion by Harala/Hell to support. Motion carried unanimously. No members opposed or recused upon request.
10. **RESOLUTION:** Authorizing ARDC to apply to the Economic Development Administration for FY 2025 through FY 2027 Planning Partnership Assistance in the amount of \$210,000 to be awarded over a three-year period and to provide a 2:3 Match of \$140,000. (*B. Teskey*)
Motion by Rasmussen/Harala to support. Discussion occurred.
Motion by Harala/Johnson to amend this Resolution to maintain the current commitment.
RESOLUTION: Authorizing the Arrowhead Regional Development Commission to Commit \$70,000 out of ARDC Levy Funds to Support Economic Development Activities in the Arrowhead Region for Calendar Years 2025-2028. (*B. Teskey*)
Motion by Harala/Johnson. Motion carried unanimously. No members opposed or recused upon request.
11. **RESOLUTION:** Authorizing an Agreement between the Arrowhead Regional Development Commission and the Minnesota Department of Transportation for the Distribution of MnDOT Safe Routes to School Planning Assistance Funds for the Duluth Public School District. (*B. Teskey*)
Motion by Harala/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.
12. **RESOLUTION:** Authorizing an Agreement between the Arrowhead Regional Development Commission and the Minnesota Department of Transportation for the Distribution of MnDOT Safe Routes to School Planning Assistance Funds for the Floodwood Public School District. (*B. Teskey*)
Motion by Zymslony/Hoppe to support. Motion carried unanimously. No members opposed or recused upon request.
13. **RESOLUTION:** Authorizing and Agreement between the Arrowhead Regional Development Commission and the Minnesota Department of Transportation for the Distribution of MnDOT Planning Funds Under Agreement Number 1058785. (*B. Teskey*)
Motion by Rasmussen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.

14. REVOLVING LOAN FUND (RLF) REPORT was referred to by **Executive Director**. Finance Director Morrisroe noted there was a loan approved last October from Cook County that has not been funded, but it is anticipated to be soon. It was also noted more loans are under review for borrowing. Beginning stages of collection efforts for two recently closed businesses. A few new referrals have come in. It was noted the TAC is still looking for new members to join, especially from Aitkin County.

15. FINANCIAL REPORT. February's financial reports were reviewed by Finance Director. The Finance Director noted as a follow-up from a past Commission meeting, Certificates of Deposits are included in the financial reports.

A request was made to have future discussion around the use of local financial institutions.

16. MANAGEMENT UPDATE

- Building:
 - Elevator safety changes were implemented.
 - ARDC's security camera systems are fully accessible.
 - Painting and new furniture.
- Operations/Agency-Wide:
 - Operations Recruitment:
 - Accountant: The qualified candidate pool has been very limited.
 - Executive Assistant: hope to make an offer soon.
 - To accommodate new staff, there will be necessary logistical changes.
 - Tentative all-staff training to be held in June.
 - Audit efforts have resumed. Will be submitting a RFP with the knowledge of auditor shortages nation-wide.

Kristi Kane, Ron Chicka and Beth Ann Teskey recently attended a NADO conference in Washington. A "NADO CONFERENCE REPORT OUT" was provided to members. All three attendees noted it was a very positive and valuable experience.

- MIC: Director Chicka noted:
 - MIC's Board met last night. ARDC's Executive Director was also in attendance and thanked for attending.
 - MIC's Bike Plan was approved.
 - At the Washington meeting, economic impacts were a major focus. Chicka met with MPO's regarding the Transportation Bill efforts to help build consensus and for the prioritization of items. There have been readjustments requiring re-review and oversight, including staffing changes. At the meeting, Chicka met with several key legislative members. He noted the usefulness of in-person connections at these meetings
 - Recruitment: A Planner position has been posted.
- Arrowhead Area Agency on Aging:
 - AAAA Director, Sash stated they are hiring a Resource Coordinator.
 - Some of the Aging staff are receiving internal equity pay wage adjustments.
 - The Older Americans Act did not get re-authorized. The agency will reapply for funding.
 - They are writing RFPs. The review committee is complete.
 - Grantee training tomorrow.
 - Senior LinkAge Line "Core Body of Knowledge" training is starting at Bois Forte.
 - "Ideas" grant has been submitted. They are expecting to know the results in April.
- ARDC Planning:
 - New ARDC Planning Director, Teskey, stated an application has been submitted for a Rural

and Remote grant. It was noted this would be a significant grant.

Recruitment: Summer (2025), Fall (2025) and Spring (2026) interns. A Data Bike Collections Assistant will not be hired for this summer.

Teskey reflected on outdoor recreation's economic development impact.

17. APPRISE FROM BOARD MEMBERS &/OR GUESTS.

Itasca County: "Thank you for the NADO conference recap." Mining operations are reducing their workforce temporarily and/or stopping operations for an undetermined amount of time.

IRRRB's Board Chair resigned.

Cook County: Commissioner Storlie recently attended a NACO meeting. A Resolution on Medicare was presented.

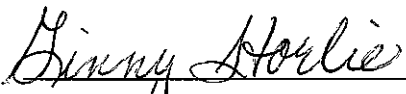
Reminder: ARDC will be hosting a "New Member" orientation after the April Commission meeting. All members are welcome to attend. RSVP's needed by April 7th.

18. UPCOMING MEETINGS

- **Commission Meeting** – April 17, 2025 - Hermantown Public Safety Building (Fire & Police) in the Training Center
- **Board Meeting** – May 15, 2025 – ARDC
- **Board Meeting** – June 18, 2025 (Wednesday) – ARDC

18. ADJOURN Meeting was adjourned at 11:24 a.m.

Attest:



ARDC Chair



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