

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)

September 18, 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	Hautala, Walter	
X	Hell, Destry	County Commissioner (Koochiching)
X	Hollinday, Jason	NATC, <i>Secretary</i>
X	Hoppe, Joel	At Large
	Johnson, John	County Commissioner (Itasca), <i>Vice Chair</i>
X	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>
	Zmyslony, Susan	County Commissioners (Carlton)

OTHERS AT MEETING

	Chicka, Ron	ARDC
X	Kane, Kristi	ARDC
X-MS Teams	Sr. Mary Matthew Morrisroe	ARDC
X	Sash, Rebecca	ARDC
X	Teskey, Beth Ann	ARDC
	Sherman, Grant	ARDC Commissioner – Townships, Aitkin
X	Alexandra, Renee	ARDC
X	Binstock, Dee	
X	Bukovich, Gavin	
X	Houle	

- 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, May 15th, 2025.
Motion by Harala/Briggs to support. Motion carried unanimously. No members opposed or recused upon request.
- 3. RESOLUTION:** Authorization to enter into a Memorandum of Understanding with the Keystone Policy Center for the United States Department of Energy Collaboration-Based Siting Project Grant Program. (*B. Tesky*)
Motion by Rasmussen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.

4. **RESOLUTION:** Authorizing ARDC to Accept Funding from the Minnesota Department of Health for the Next Generation Public Health Pathways Grant. (*R. Sash*)

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

5. **ARDC PROCUREMENT POLICY**

- ARDC Procurement Policy
- **RESOLUTION:** Authorizing ARDC to Accept Revision Made to the ARDC Procurement Policy. (*K. Kane*)

Motion by Rasmussen/Kearney to support. Discussion occurred. Motion carried unanimously. No members opposed or recused upon request.

6. **RLF CARES Loan Fund Plan**

- RLF TAC Meeting Summary
- RLF Application Packet Contents
- Revolving Loan Fund Application
- ARDC CARES RLF Document
- **RESOLUTION:** Authorization of Revolving Cares Loan Fund Plan and Application Packet. (*K. Kane*)

Motion by Harala/Nevanen to support. Discussion occurred. Motion carried unanimously. No members opposed or recused upon request.

7. **RESOLUTION:** Authorization of Loan Requests totaling Fifty Thousand (\$50,000.00) from ARDC's Legacy Regional Revolving Loan Fund for American Indian Community Housing Organization (AICHO) Duluth (*K. Kane*)

Motion by Rasmussen/Hollinday to support. Motion carried unanimously. No members opposed or recused upon request.

8. **REVOLVING LOAN FUND (RLF) REPORT:** was referred to by Executive Director Kane. The Executive Director noted TAC met to review loan for AICHO. Chunk of dollars available. Reviewing RLF materials with auditor. Working on reformatting the layout to show the financials for the Commission Meeting. Both funds have significant availability. Looking for opportunities in underserved communities like Koochiching and Lake County. Looking for new committee member for RLF in underserved region.

9. **FINANCIAL REPORT:** August 2025's financial reports were reviewed by Finance Director. The Finance Director noted little to report. Plenty of funds available in the Legacy and CARES RLF plans. Well within budget.

10. **PRESENTATION:** "Annual Grant Opportunity Overview: TA, CRP, PROTECT" *presented by Travis Houle*

11. **PRESENTATION:** "Safe Routes to Schools Project Updates" *presented by Gavin Bukovich*

12. **MANAGEMENT UPDATE**

- **Planning**
 - **Age Friendly Minnesota** – Minnesota DNR is posting trail surveys at the State Parks at ARDC's request to obtain more public feedback.
 - **Carlton Transportation Plan** – Final draft due and on target for September.

- **Comprehensive Plan Proposals** – Josh Bergstad sent comprehensive plan proposals to the Cities of Tower-Breitung and LaPrairie last week. Mountain Iron has also asked ARDC to do a proposal.
- **Buhl Comprehensive Plan** - Public meetings scheduled for September 22 and 29.
- **Edge of the Wilderness Comprehensive Plan** – Public meetings were held and looking to do a survey also.
- **Economic Development Administration** – Josh Bergstad is actively meeting and working with multiple communities and agencies on several Disaster Relief Supplemental Fund opportunities and multiple applications will be submitted in the next several weeks.
- **Gitchi-Gami Trail Association** – Currently, communicating with legislators about a capital investment tour and with Minnesota Departments of Natural Resources and Transportation regarding safety fencing at Lutsen.
- **Keystone Policy Center for United States Department of Energy Collaboration-Based Siting Project Grant \$75,000** for CEDS engagement, possible consultant, and University of Minnesota Economic Analysis; Planning Division website re-design; and culturally appropriate Tribal engagement, which includes the CEDS process and in general, as well as staff education.
- **McKnight/State Competitiveness/Energy Efficiency and Conservation Block Grant** – Gavin Bukovich and Beth Ann Teskey are attending the Minnesota American Planning Association Conference in Willmar September 23-26. Josh Bergstad is attending the NADO Conference in Salt Lake City, Utah in October. ARDC hosting webinar October 1st with presentations on energy-related topics by Great Plains Institute about free technical assistance to Lake Superior Coastal Region through Energy Navigators program, Peter Lindstrom on Solar on Public Buildings, and Gavin Bukovich on Energy Efficiency and Conservation Block Grant fund availability and application process.
- **NOAA/Saint Louis County Climate Resiliency** – Ann Seigfreid joined the NOAA project as a fellow hosted by ARDC this summer. She is working with the Bois Forte and Fond du Lac Tribal Nations. The priority being determined through her work is energy sovereignty and she is partnering with both Tribal Nations on strategic energy plans.
- **North Shore Management Plan (Minnesota's Lake Superior Coastal Program)** – Project closing early September 30, 2025, instead of December 31, 2025. The Coastal Program believes we have done substantial work on this project, which will close in good standing. Beth Ann Teskey applied for and ARDC was awarded a STAR Grant for \$10,000, with a \$2,500 match, to finish the Plan updates. Funding will run from October 1, 2025, through March 31, 2026, and will extend the time in which the project can be completed. North Shore Management Board and TAC feel positively about the pace at which the Plan Update is progressing, and solid relationships are being built.
- **Regional Transportation Advisory Council** – ARDC to lead facilitation and update of the Waters of the Dancing Sky Corridor Management Plan and partner with Northwest and Headwaters Regional Development Commissions. MnDOT District 1 work order for \$75,000. Resolution and subcontract details to be presented at October Commission meeting. No match required.
- **Regional Transportation Coordinating Council** - Beverly Sidlo-Tolliver is currently at the Minnesota Public Transit Alliance Conference in Washington, DC. A Rural Tribal Assistance Grant application was submitted September 8.

- **MIC**

- MIC Director, Ron Chicka, is currently attending the AMPO conference in DC.

- **Aging**

- MDH Next Gen Grant – Extension of Scrubs camps for youth for adults interested in health care field
- Aging Impact Awards Nominations are through
- POC Meeting Next week to MBA Board members for 2026 AP funds
- New intern working with Age-Friendly efforts, doing projects around data analysis
- Senior LinkAge Line (SLL) officially changed name to Minnesota Aging Pathways (MAP), will be at health fairs and others this fall getting the new name out to the public.
- Review Task Force for 2026 OAA Funds, will be making recommendations and will present them to you in November.
- Grant making of re-distributed funds from 2024 IIIE and IIIC
- Several staff will be presenting at SLCHHSC in early October covering Fraud/Scam prevention and Age-Friendly initiatives.
- Upcoming Medicare Open Enrollment period October 15th
- Training Day for staff October 3rd.
- UCARE has announced they will no longer be offering Medicare Advantage Plans affecting approximately 100,000 older adults who will need to enroll in a new plan
- Age-Friendly Event in early November in Hibbing for an Elected Official Panel, Age-Friendly TA, and breakout sessions.

- **Operations**

- Executive Director Kane made note of ARDC currently reviewing all of ARDC's handbook policies, group and voluntary insurance plans, leave of absences, paid time off accruals and other benefit plans to comply and adjust to new State and Federal Laws accordingly. We will be presenting a revised Employee Handbook, Benefit Plan Handbook, and presenting benefit plan designs and premiums (including fringe rates) for consideration and approvals at the Commission meeting in October.
- The Executive Committee met this morning to discuss succession of our Finance Director and the possibility of contracting with Clifton Larson Allen for a temporary Director while we are working on recruitment, as well as a 10-week department assessment/review/report. This would be paid for through money earmarked for an updated Finance Procedures manual, as we will not be ready to make those updates in 2025.
- The agency has been experiencing problems with our plumbing and has been working with our Building Maintenance contractor, and several plumbers. We believe the issue to be fixed and have contacted the cleaning company to come in and clean carpets and sanitize.

13. APPRISE FROM BOARD MEMBERS &/OR GUESTS.

Members made note of commending Sister Mary for her contributions for the organization over the years.

14. UPCOMING MEETINGS

- **Commission Meeting** – October 16th, 2025 - Hermantown Public Safety Building (Fire & Police) in the Training Center
- **Board Meeting** – November 20th, 2025 – ARDC
- **Board Meeting** – December 18th, 2025 - ARDC

15. ADJOURN Meeting was adjourned at 11:27 a.m.

Attest:

Attest:

Jenine Horlie
ARDC Chair

Renee Alexandra

Submitted by Renee Alexandra, Exec. Assistant, Board
& Commission Coordinator