

**ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)**  
 October 16, 2025 – 10:00 a.m. – 12:00 p.m.  
 Hermantown Public Safety Building (Training Center), Hermantown, MN

**Minutes**

| <b>Present = X</b> | <b>Member's Name</b>      | <b>Representing</b>               |
|--------------------|---------------------------|-----------------------------------|
| X                  | Adee, Kevin               | Townships                         |
| X                  | Baltus, Mike              | Townships                         |
| X                  | Briggs, Brian             | Communities Under 10,000          |
|                    | Cuffee, Jr., Laurence     | Communities Under 10,000          |
| X                  | Davis, Dirk               | At Large                          |
|                    | DeRosier, Richard         | Communities Under 10,000          |
|                    | Deschampe, Bobby (Deshaw) | NATC – Grand Portage              |
|                    | Drift, Perry              | NATC – Bois Forte                 |
| X                  | Franklin, Pam             | Advisory Committee - AAAA         |
|                    | Garry, Michael "Mike"     | Communities Under 10,000          |
| X                  | Goutermont, Richard       | County Commissioners (Lake)       |
|                    | Grimm, Ashley             | County Commissioners (St. Louis)  |
|                    | Harala, Annie             | County Commissioner (St. Louis)   |
|                    | Hautala, Walter           | School Boards                     |
| X                  | Hell, Destry              | County Commissioner (Koochiching) |
| X                  | Holliday, Jason           | NATC – Fond du Lac                |
|                    | Hoops, Mike               | At Large                          |
| X                  | Hoppe, Joel               | At Large                          |
| X                  | Johnson, John             | County Commissioner (Itasca)      |
|                    | Kauppila, Clayton         | Townships                         |
| X                  | Kearney, Mike             | County Commissioner (Aitkin)      |
|                    | Lucas, David              | Communities Under 10,000          |
| X                  | Lyons, Steve              | Advisory Committee on Aging       |
| X                  | MacGregor, Molly          | Communities Over 10,000           |
| X                  | Maki, Roger               | Communities Over 10,000           |
|                    | Mayou, Mike               | Advisory Committee - MIC          |
| X                  | McLaughlin, Kim           | School Boards                     |
| X                  | Medure, Pat               | At Large                          |
| X                  | Nephew, Lynn              | Communities Over 10,000           |
|                    | Nevanen, Paul             | At Large                          |
| X                  | Rasmussen, Allen          | At Large                          |
| X                  | Sherman, Grant            | Townships                         |
| X                  | Storlie, Ginny            | County Commissioners (Cook)       |
| X                  | Sydow, Steve              | At Large                          |
|                    | Whitney, Chris            | Communities Over 10,000           |
| X                  | Zmyslony, Susan           | County Commissioner (Carlton)     |
| <b>Present = X</b> | <b>Name</b>               | <b>Representing</b>               |
| X                  | Binstock, Dee             | ARDC                              |
| X                  | Chicka, Ron               | ARDC                              |
| X                  | Kane, Kristi              | ARDC                              |
| X                  | Alexandra, Renee          | ARDC                              |

|   |                            |      |
|---|----------------------------|------|
| X | Mattila, Krista            | ARDC |
| X | Morrisroe, Sr Mary Matthew | ARDC |
| X | Sash, Rebecca              | ARDC |
| X | Teskey, Beth Ann           | ARDC |

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, July 17<sup>th</sup>, 2025.  
**Motion by Mclaughlin/Medure to support. Motion carried unanimously. No members opposed or recused upon request.**
3. **PRESENTATION: 2024 Audit Presentation presented by BradyMartz and Associates**
4. **RESOLUTION:** Approval of the 2024 Audited Financial Statements (*K. Kane*)  
**Motion by Nephew/Medure to support. Motion carried unanimously. No members opposed or recused upon request.**
5. **RESOLUTION:** Authorizing a Work Agreement with the Minnesota Department of Transportation to Provide Facilitation Services for the Waters of the Dancing Sky Corridor Management Plan Update (*B. Teskey*)  
**Motion by Rasmussen/Hoppe to support. Discussion Occurred. Motion carried unanimously. No members opposed or recused upon request.**
6. **RESOLUTION:** Authorizing ARDC and the Planning Division to enter into an Agreement with a Qualified Consultant to redesign the ardc.org and ardcplanning.org websites as part of the Keystone Policy Center grant. (*B. Teskey*)  
**Motion by Briggs/Zmyslony to support. Motion carried unanimously. No members opposed or recused upon request.**
7. **RESOLUTION:** Authorizing ARDC to contract for professional services with a Qualified Professional Services Consultant to facilitate the Comprehensive Economic Development Strategy (CEDS) public engagement process. (*B. Teskey*)  
**Motion by Rasmussen/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.**
8. **PRESENTATION: 2026-2027 MIC Work Program presented by Ron Chicka**
9. **RESOLUTION:** Authorizing ARDC 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 2026-2027. (*R. Chicka*)  
**Motion by Johnson/Medure to support. Discussion occurred. Motion carried unanimously. No members opposed or recused upon request.**
10. **RESOLUTION:** Authorizing ARDC to contract for professional services with Clifton Larson Allen (CLA) to conduct a needs assessment of the finance department and contract for temporary finance director duties. (*K. Kane*)  
**Motion by Rasmussen/Johnson to support. Motion carried unanimously. No members opposed or recused upon request.**

**11. APPROVAL OF ARDC'S 2025/2026 BENEFITS PLAN – Krista Mattila**  
Motion by Medure/Mclaughlin to support.

**12. PRESENTATION: ARDC Employee Handbook Policies and Benefits Changes** *presented by Krista Mattila*

**13. RESOLUTION:** Approval of the Revised ARDC Employee Handbook and Amendment of Relocation and Revised Paid Time Off policies, Employee Benefits and Leaves of Absences into an Employee Benefits Handbook. *(K. Kane)*  
**Motion by Rasmussen/Hoppe to support. Motion carried unanimously. No members opposed or recused upon request.**

**14. REVOLVING LOAN FUND (RLF) REPORT – Kristi Kane, Executive Director**  
Have a new application pending for childcare loan. Submitted updated CARES document to EDA. Approved with some amendments, housing was removed from CARES. Legacy fund still supports housing, however. Received final pay from Morningstar. EPA funding RLF focused on energy opportunities CPACE program, ARDC declined previously but EPA has provided a new proposal to meet with other funds, offer twice as much money. More info will be brought forward in the future.

**15. 2026 Proposed Agency Wide Budget** *(K. Kane)*

- **RESOLUTION:** Adoption of Proposed Agency Wide 2026 Budget and 2026 Tax Levy Apportionment

**Motion by Johnson/Sydow to support. Discussion occurred. Motion carried unanimously. No members opposed or recused upon request.**

**16. RECOGNITION: Retirement of Sister Mary Morrisroe and Marjori Bottila**

**17. FINANCIAL REPORT.** September 2025's financial reports were reviewed by Finance Director Morrisroe. She had little to note. Current CDs at the bank will be maturing over the next year, interest rates will be lower.

**18. MANAGEMENT UPDATE**

- **Planning**
  - New funding – Applied for (or were sought after for Minnesota Department of Transportation (MnDOT) contract opportunities - \$702,358 with another \$25,000 added to increase Waters of Dancing Sky MnDOT original work order offer from \$75,000 to \$100,000.
  - Age-Friendly Minnesota – Distributed trail survey flyers asking Board and Commission to promote it in their counties. Will extend through at least end of November.
  - Arrowhead Health Alliance – funding received for adult mental health access work.
  - Buhl and Edge of the Wilderness Comprehensive Plans – on target.
  - Gitchi-Gami Trail Association – Held Annual Ride, working on website redesign, and met with Legislative Committee. Renewed contract with ARDC.

- Keystone Policy Center (DOE) – Climate Resilience Planner and NOAA fellow attending Midwest Climate Energy Conference October 19-21; community and Tribal engagement gifts and meeting supplies purchased. Completing Requests for Proposals for website redesign and CEDS community engagement and economic analysis consultants.
- Tower-Breitung Comprehensive Plan awarded.
- City of LaPrairie Comprehensive Plan proposal submitted.
- Regional Transportation Advisory Council and Waters of the Dancing Sky Corridor Management Plan update – MnDOT requested ARDC to lead this project noting they are pleased with ARDC's work. Also, MnDOT requested Executive and Planning Directors across the State to attend Regional Development Organization Transportation Planners meeting in November. They want to discuss projects and creative ideas for assisting MnDOT with obtaining greater funding from the State Legislature to subsequently increase RDO funding.
- Rural Tribal Assistance – applied for funding to do an Arrowhead Region technology-focused transportation service model feasibility study.
- Economic Development Administration – Comprehensive Economic Development Strategy (CEDS) Steering Committee engagement letters sent. Anticipate initial meeting in December.
- North Shore Management Plan Minnesota's Lake Superior Coastal Program and STAR Grant - Closed early in good standing and STAR Grant opened for \$10,000 and \$2,500 match in October. Collaborative meetings with Coastal Program begin October 20th to build
- relationships with the new ARDC Team for purposes of the Plan and Coastal Erosion Hazard Mapping project.
- North Shore Management Board – facilitation going well with Board and TAC well pleased with ARDC's work
- McKnight Foundation – Energy Innovations Webinar October 1st with Great Plains Institute Energy Navigators program, CERTS Solar in Public Buildings, ARDC Energy Efficiency and Conservation Block Grant, and discussion of Saint Louis County NOAA Climate Resiliency project and NOAA Fellow presentation. Josh Bergstad at Salt Lake City NADO Annual Conference. Gavin Bukovich and Beth Ann Teskey attend the Minnesota American Planning Association Conference in Willmar, Minnesota, in September.
- Northeast Minnesota Area Transportation Partnership (NEMNATP) meeting and funding opportunity workshop held first week of October at Blandin Foundation in Grand Rapids.
- Regional Transportation Coordinating Council – Beverly Sidlo-Tolliver and Gavin Bukovich interviewed on "Breakfast Bites" morning show and attend Mobility Managers Peer Mobility Managers meeting in St. Cloud this Fall.
- Safe Routes to School Duluth/Floodwood – Duluth Steering Committee kick off held October 6. Data Collection begins in October. Gavin Bukovich has received high praise from MnDOT for his handling of this project. Floodwood is well underway.
- Arrowhead Coalition of Trails – Attended meeting in Mountain Iron held in September.

- **MIC**

- Work program moving along
- Doing a deep dive into bylaws for meeting item for the future

- **Aging**

- Medicare Open Enrollment Period started yesterday. We started seeing historic call volume starting last week, before OEP even started. A typical non-OEP day is approx. 300-500 calls statewide. Last week we were seeing closer to 1,000 and yesterday there were 2,027 calls. Maximum wait time for callers reached 2 hrs 45 min. This is happening due to UCARE no longer offering advantage plans (100,000 Minnesotans) and many of the insurance companies are no longer offering agent commissions for selling advantage plans and are instead referring to MAP for options counseling. Because these changes were so last minute, we did not have the lead time in planning, ideally, we would have staffed up with temporary staff and volunteers, but at this point it would take more time in training that is worth. We are deploying our resource coordinators to take all non-medicare calls, some tasks have been taken off of the supervisors' plates so that they can be in the queue, we are advertising the self-service option on medicare.gov for those who can do the plan comparisons and enrollments themselves. The state is also doing some brainstorming to address this- maybe contracting with another call center to do the triage and looking at how to manage end of the queue clearing.
- Next Generation Public Health Workforce grant work is set to start on November 1st. This is a project focused on strengthening the healthcare workforce pipeline. Specifically looking at disconnected and career changing adults:
- Career Focus Sessions: Eight 45-minute interactive sessions featuring practitioners and educators showcasing pathways such as Public Health Nursing, Community Health Workers, Environmental Health, Health Education, Public Health Administration, Long-Term Care, and Mental Health. Each session includes:
  - Career path overview and qualifications
  - Day-to-day responsibilities
  - Hands-on simulations
  - Career advancement opportunities
  - Q&A with professionals
- These sessions are designed to be engaging and interactive, giving participants a realistic sense of each career. The hands-on simulations are particularly important, allowing participants to experience aspects of the work directly. For example, Community Health Worker sessions might include practicing health education techniques, while Environmental Health sessions could involve simulated inspections or testing procedures.
- Tracking Federal Shutdown and main concern is our passthrough funding of OAA (nutrition, transportation, respite). Right now it is not affecting us. We were notified yesterday that November SNAP benefits will not be going out, so we could see some increase in MAP calls. We've been told by MBA that our Older Americans Act funding is secure until December 31st. However, it is also contingent on state staff being there to process the payment requests. We are expecting more information from them next week on contingency plans.

- **Operations**

- Updated Workplan has been shared to the Board and Commission
- Fall edition of the ARDC Newsletter has been shared with the Board and Commission
- Executive Director gave commendations to ARDC's Finance Director for their hard work over the years.
- Board and Commission elections are coming soon! Notices will be sent out over the next two weeks. For those with expiring terms, terms don't end until the end of January to get through elections and to get new members ratified for voting rights. All members are welcome to serve again.

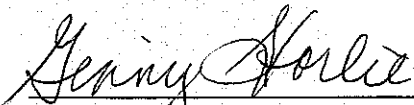
**19. APPRISE FROM BOARD MEMBERS &/OR GUESTS.**


**20. UPCOMING MEETINGS**

- **Board Meeting** – November 20<sup>th</sup>, 2025 – ARDC
- **Media Training** – December 16<sup>th</sup>, 2025 - **TENTATIVE**
- **Board Meeting** – December 18<sup>th</sup>, 2025 – ARDC
- **Commission Meeting** – January 15<sup>th</sup>, 2026 - (**ANNUAL MEETING**) Hermantown Public Safety Building (Fire & Police) in the Training Center

**21. ADJOURN** Meeting was adjourned by Ginny Storlie at 12:20 p.m.

**Attest:**

  
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**ARDC Chair**

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