



## EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION ANNUAL MEETING

June 22, 2009

Rush City Community Center

740 W 14<sup>th</sup> St.

Rush City, MN 55069

5:30 P.M.

### Commission Members Present:

Jill Behnke – Chisago Co. Municipalities  
Dave Chmiel – Kanabec Co. Municipalities  
Roger Crawford – Kanabec Co. Commissioner  
Jack Edmonds – Mille Lacs Co. Commissioner  
Linda Evans – Mille Lacs Co. Public Interest  
Frank Grundmeier – Pine Co. Townships  
Steve Hallan – Pine Co. Commissioner  
Richard Hansen – Isanti Co. Townships  
Edward Hill – Southern School Boards  
George Larson – Isanti Co. Commissioner  
Sue Larson – Isanti Co. Public Interest  
Fred Lere – Pine Co. Public Interest  
Ben Montzka – Chisago Co. Commissioner  
Steve Odegard – Northern School Board.  
Marlys Palmer – Isanti Co. Municipalities  
Dave Patenaude – Kanabec Co. Townships  
Jeremy Riddle – Mille Lacs Co. Municipalities  
Mary Sam – Tribal Representative  
Janelle Troupe – Kanabec Co. Public Interest  
Paul Venhuizen – Pine Co. Municipalities  
Barbara Welty – Mille Lacs Co. Townships

### Staff Present

Bob Voss – Executive Director  
Lynn Anderson – East Central Sr. Resource Center  
Bob Bollenbeck – Transportation Program  
Andrew Daniels – Finance Officer  
Mary Minnick-Daniels – East Central Arts Council  
Trish Rydlund – Information/Office Manager  
Penny Simonsen – East Central Sr. Resource Center  
Anita Sparks – East Central Sr. Resource Center  
Jordan Zeller – Economic Development Director

### Commission Members Absent:

Bob Cupit – Chisago Co. Townships  
Donald Taylor – Chisago Co. Public Interest

### Others Present:

Linda Berg - ECSRC  
Randy Berg  
Shirl Chouinard - ECAC  
Bruce Cochran - TAC  
Joan Danielson - DEED  
Wally Hed - ECSRC  
Representative Bill Hilty  
Melissa Jabas – Congressman Obertar's Office  
Harriet Johnson - ECSRC  
Shirley Jones - ECSRC  
Van Vanderphlat  
Senator Tony Lourey  
Ella Martens - ECSRC  
Bill Miller - RLF  
Senator Rick Olseen  
Susan E. Rogers - ECAC  
John Schlagel - CEDS  
Amanda Thompson Rundahl - ECAC  
Mike Fetzek - TAC  
Ed Nelson – MN Home Ownership Center  
Mike Floerchinger

1. **WELCOME:** Chairman Montzka called to order the meeting of the East Central Regional Development Commission at 5:30 p.m. The Pledge of Allegiance was cited.
2. **AGENDA APPROVAL:** Moved by Evans to approve the agenda as presented. S. Larson seconded – motion carried.
3. **MINUTES APPROVAL:** Hansen moved to approve the minutes of the April 27, 2009, meeting. Evans seconded – motion carried.
4. **TREASURERS REPORT:** Troupe presented the April and May 2009 Treasurer's report. Welty moved to approve the Treasurer's Report to include the checks written from April 22, 2009, through June 6, 2009 and general journal registries for April 1 and May 30, 2009. G. Larson seconded – motion carried.

5. **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Voss reported on a number of items including:
- a. ECONOMIC DEVELOPMENT ADMINISTRATION GRANT FUNDS: Notified of an additional \$10,000 available from EDA for this year. Application was prepared and sent in for the additional funds.
  - b. STATION DEVELOPMENT GRANT: The ECRDC has been convening the Station Development Advisory Committee to assist communities in conducting station development planning in anticipation of the NLX passenger train. Voss is working with the communities to prepare an application to the Initiative Foundation for \$10,000 - \$15,000 to assist in retaining a consultant for this purpose.
  - c. SAFE ROADS FUNDING: Grant application was submitted to the MN Dept. of Public Safety on June 15<sup>th</sup> for next year's Safe Roads (formerly Safe Communities) project. Activities in Kanabec County will comprise a large part of the upcoming project.
  - d. NORTHERN LIGHT EXPRESS (NLX) DEPOT LOCATIONS: Welty moved to send letters of support directly to the Joint Powers and to mention the Hinckley area for the NLX Depot locations in Sandstone and Cambridge. Palmer seconded – motion carried.
  - e. SENIOR OUTREACH POSITION: Michele Bollenbeck resigned from the Senior Outreach position effective June 12<sup>th</sup>. We are looking at the remaining budget and determining ways to finish out the contract year with CMCOA.
  - f. OTHER ITEMS: Voss and Bollenbeck were invited to speak at the Isanti Chamber of Commerce on May 20<sup>th</sup>; Zeller and Voss attended the Region 5 Alternative Energy Seminar held in Aitkin; attended MRDO executive director's meeting in Duluth; and Michele Bollenbeck, Senior LinkAge Line® staff, resigned and will be working for the Mille Lacs Band of Ojibwe.
6. **PERSONNEL AND BUDGET (P&B) COMMITTEE:**
- a. PUBLIC HEARING FY2010 BUDGET/WORK PROGRAM/INDIRECT COST PLAN: Chairman Montzka opened the Public Hearing at 5:48 p.m. for comments on the FY2010 Work Program, budget and indirect cost plan. Voss provided highlights of the work program and budget and fielded questions from the Commission and public. The total proposed budget for FY 2010 is \$819,058. This includes tax levy dollars of \$245,533. The proposed indirect rate is 42.8%. Following comments the public hearing was closed at 6:03 p.m. S. Larson moved to approve the FY2010 Work Program. Sam seconded – motion carried. Evans moved to approve the revised budget. G. Larson seconded – motion carried. Welty moved to approve the indirect cost plan. Hallan seconded – motion carried.
  - b. DESIGNATE FINANCIAL DEPOSITORY: Palmer moved to approve Peoples National Bank as the ECRDC's financial depository. S. Larson seconded – motion carried.
  - c. VOSS PERFORMANCE REVIEW: Based on a favorable performance appraisal, Welty moved to approve a longevity step increase for Robert Voss from Pay Grade E Step 12, \$69,834 to Pay Grade E Longevity Step 1, \$71,878 effective July 16, 2009. Evans seconded – motion carried.
  - d. RYDLUND PERFORMANCE REVIEW: Based on a favorable performance appraisal, Evans moved to approve a longevity step increase for Patricia Rydlund from Pay Grade B Step 12, \$37,943 to Pay Grade B Longevity Step 1, \$39,031 effective August 16, 2009. Hansen seconded – motion carried.
7. **ELECTION OF OFFICERS:**
- a. CHAIRPERSON: Voss announced Jeremy Riddle, Barbara Welty, and Ben Montzka had been nominated by mail for Chairperson. Voss opened the floor for nominations for Chair. No nominations were made. Commissioners cast their ballots and Ben Montzka was elected as chair.
  - b. VICE-CHAIR: Voss announced Jeremy Riddle had been nominated by mail for vice-chair. Voss then called for nomination from the floor for vice-chair. No nominations were made. Chmiel moved to cast a white ballot for Jeremy Riddle. S. Larson seconded – motion carried.

- c. SECRETARY/TREASURER: Voss announced Janelle Troupe had been nominated by mail for secretary/treasurer. Voss then called for nomination from the floor for secretary/treasurer. No nominations were received. S. Larson moved to cast a white ballot for Janelle Troupe. Chmiel seconded – motion carried.
- d. ECRDC LIAISON'S TO PROGRAM COMMITTEES: Following are the appointments to the various ECRDC advisory committees.
  - 1) East Central Arts Council (ECAC): Nominations were opened from the floor. One nomination was received for Linda Evans. Welty moved to approve Linda Evans as the ECRDC liaison to the ECAC. Palmer seconded – motion carried.
  - 2) Transportation Advisory Committee (TAC): Nominations were opened from the floor. Nominations were made for Sue Larson and Barbara Welty. Commissioners cast their ballots and Barbara Welty was selected as the ECRDC liaison to the TAC.
  - 3) Revolving Loan Fund Committee (RLF): Nominations were opened from the floor. One nomination was received for Sue Larson. Hansen moved to approve Sue Larson as the RLF liaison to the RLF committee. Odegard seconded – motion carried.
- e. COUNTY CAUCUS FOR PERSONNEL & BUDGET (P&B) COMMITTEE: At 6:15 p.m. Riddle moved to recess the meeting to caucus and select members from each county for the P&B Committee. S. Larson seconded – motion carried. The meeting reconvened at 6:29 p.m. Evans moved to approve the following ECRDC board members to the P&B Committee: S. Larson seconded – motion carried.

Chisago County – Don Taylor  
Mille Lacs County - Barbara Welty  
Kanabec County – Dave Patenaude

Isanti County - George Larson  
Pine County - Steve Odegard

- 8. **EAST CENTRAL ARTS COUNCIL (ECAC)**: On behalf of the East Central Arts Council, Minnick-Daniels brought forth the following recommendations for approval:
  - a. IMAGE ART SHOW: Hallan moved to allocate \$7,500 to the Pine City Center for the Arts, to host the IMAGE Art Show at the Northwest Company Fur Post in Pine City. Evans seconded – motion carried.
  - b. FRACM CONTRACT: S. Larson moved to approve the technical assistance contract for \$16,700 to have Minnick-Daniels provide staff support for the Forum of Regional Arts Councils. This would begin July 1, 2009 and end June 30, 2010. Evans – motion carried.
  - c. MILLE LACS COUNTY REPRESENTATIVE: Evans moved to approve Theresa Bemis of Milaca to represent Mille Lacs County on the ECAC. Palmer seconded – motion carried.
  - d. 30<sup>TH</sup> ANNIVERSARY OF THE EAST CENTRAL ARTS COUNCIL: This year is the 30<sup>th</sup> year of the ECAC. Celebrations will be held throughout this next year.
- 9. **EAST CENTRAL SENIOR RESOURCE CENTER (ECSRC)**: Simonsen reported on the Nursing Home Diversion program.
- 10. **TRANSPORTATION**: On behalf of the Transportation Advisory Committee, Bob Bollenbeck brought before the Commission the following recommendations:
  - a. MN/DOT PLANNING GRANT: Welty moved to enter into the agreement for distribution of Mn/DOT planning funds, agreement number 94490, with the State of Minnesota Department of Transportation. S. Larson seconded – motion carried.
  - b. TWO-YEAR REGIONAL ATP PROCESS: Evan moved to have staff develop a two-year ATP process. Hallan seconded – motion carried.

- c. DISTRICT 3 ATP REPRESENTATIVES: G. Larson moved to appoint Jackie Forner, Richard Heilman, and Barbara Welty as District 3 Area Transportation Partnership (ATP) representatives from Region 7E. Hansen seconded – motion carried.
  - d. NORTH BRANCH BRIDGE FUNDING: Federal stimulus funds have been awarded to rebuild the I-35/T.H. 95 freeway bridge at North Branch. This will make available approximately \$7 million in federal funds to the Metro ATP for other eligible projects. These funds were originally designated for the bridge project in Chisago County and considered part of our region’s annual target. Because of this, staff will draft a letter to MnDOT requesting that attempts be made to redirect these funds to other eligible projects in our region.
  - e. REGIONAL TRANSPORTATION PLAN: Efforts are still underway to secure funding for a comprehensive regional transportation plan. The cost of the proposed plan is estimated at \$200,000. Congressman Oberstar has included \$160,000 for the plan in the draft for the next federal transportation bill. We are exploring possible sources for the \$40,000 match that must be made toward the federal amount.
11. **ECONOMIC DEVELOPMENT REPORT**: Jordan Zeller brought forth the following report and recommendation:
- a. CEDS ADVISORY COMMITTEE VACANCY: Welty moved to approve Jill Behnke to fill the vacancy on the CEDS Advisory Committee. Palmer seconded – motion carried.
  - b. ECONOMIC DEVELOPMENT ADMINISTRATION: The ECRDC recently applied for a supplemental EDA planning grant for just over \$10,000. We also submitted applications to EDA for marketing industrial parks in Mora and Cambridge; infrastructure for the ESSBY industrial park in North Branch ESSBY; an industrial park and incubator building for the City of Isle; and a technology incubator facility to be located at Pine Technical College in Pine City.
12. **ADJOURNMENT**: Chairman Montzka announced the next meeting will be held August 24, 2009 at the ECRDC office. Evans moved to adjourn the meeting. Welty seconded – motion carried.



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Robert L. Voss, Executive Director



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Ben Montzka, Chairperson