



EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION
100 Park Street South
Mora, MN 55051
October 27, 2008
7:00 P.M.

Commission Members Present:

Dave Chmiel – Kanabec Co. Municipalities
Bob Cupit – Chisago Co. Townships
Jack Edmonds – Mille Lacs Co. Commissioner
Linda Evans – Mille Lacs Co. Public Interest
Frank Grundmeier – Pine Co. Townships
Richard Hansen – Isanti Co. Townships
Edward Hill – Southern School Boards
George Larson – Isanti Co. Commissioner
Sue Larson – Isanti Co. Public Interest
Ben Montzka – Chisago Co. Commissioner
Jerry Nelson – Kanabec Co. Commissioner
Steve Odegard – Northern School Board.
Marlys Palmer – Isanti Co. Municipalities
Dave Patenaude – Kanabec Co. Townships
Jeremy Riddle – Mille Lacs Co. Municipalities
Rick Smisson – Chisago Co. Municipalities
Janelle Troupe – Kanabec Co. Public Interest
Paul Venhuizen – Pine Co. Municipalities

Commission Members Absent:

Steve Hallan – Pine Co. Commissioner
Fred Lere – Pine Co. Public Interest
Donald Taylor – Chisago Co. Public Interest
Barbara Welty – Mille Lacs Co. Townships

Staff Present

Bob Voss – Executive Director
Andrew Daniels – Finance Officer
Trish Rydlund – Information/Office Manager
Penny Simonsen – East Central Sr. Resource Center

1. **WELCOME:** Chairman Smisson called to order the regular meeting of the East Central Regional Development Commission at 7:05 p.m. The Pledge of Allegiance was cited.
2. **AGENDA APPROVAL:** Moved by Hansen to approve the agenda as presented. S. Larson seconded – motion carried.
3. **MINUTES APPROVAL:** Odegard moved to approve the August 25, 2008 annual meeting minutes. Evans seconded – motion carried.
4. **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Voss reported on a number of items including:
 - a. **NADO AWARD:** The ECRDC received a national award from the National Association of Development Organizations (NADO) in recognition of the Safe Cab program achievements.
 - b. **CONGRESSMAN OBERSTAR'S TOWN HALL MEETING:** A new partnership was forged on October 18th at the Isanti County Government Center between the ECRDC and the Center for Excellence in Rural Safety (CERS). The partnership will focus on traffic safety.
 - c. **ANNUAL AUDIT:** Last month the accounting firm of Miller, McDonald, Erickson & Moller, Ltd. completed the fieldwork for the ECRDC's annual audit for fiscal year ending June 30, 2008. The final report shows that the ECRDC utilized \$12,247.61 of its General Fund reserve. This means the FY 2008 year end balance for the General Fund was reduced from FY07 balance of \$40,289 to \$28,041.39
 - d. **NORTHERN LIGHTS EXPRESS PASSENGER RAIL PROJECT:** Facilitated a meeting on September 15th of representatives from the cities of Cambridge, Hinckley, Sandstone, and the Hinckley casino. These sites were named possible stops for the proposed passenger train between Duluth and Minneapolis.

5. **TREASURERS REPORT:** Nelson presented the August and September 2008 Treasurer's report. G. Larson moved to approve the Treasurer's Report to include the checks written from June 20, 2008, through August 8, 2008 and general journal registry for June 30 through September 30, 2008. S. Larson seconded – motion carried.

6. **PERSONNEL AND BUDGET (P&B) COMMITTEE:**
 - a. NOMINATING COMMITTEE BY-LAW AMENDMENT: The P&B committee will discuss the by-laws and bring forth a recommendation to the full commission pertaining to a nominating committee
 - b. HEALTH INSURANCE RATES: Health insurance renewal rates will be increasing 19% beginning January 1, 2009. Rates will increase from \$1351.50/mo. to \$1608.50/mo. for family and \$500.50/mo. to \$595.50/mo. for single coverage Montzka moved to approve the ECRDC 's portion of the increase from \$888.52/mo. to \$1023.68/mo. for family coverage and single coverage from \$500.50/mo. to \$575.58/mo. The employees will be responsible for the remaining amounts, \$584.82/mo. for family coverage and \$19.92/mo. single coverage. Evans seconded – motion carried.
 - c. ECRDC BUILDING MORTGAGE REFINACING: The contract for deed on the ECRDC building expires in January 2009. The remaining balance will be approximately \$50,000. Voss has checked mortgage rates with several banks in the region. The lowest quote received was from Peoples National Bank of Mora with an interest rate of 6% for five years. Hansen moved to approve the refinancing of the ECRDC mortgage with Peoples National Bank of Mora with a 6% fixed interest rate for 5 years. Patenaude seconded – motion carried.
 - d. ZELLER PERFORMANCE REVIEW: Based on a favorable performance appraisal, Montzka moved to approve a one step increase for Jordan Zeller from Pay Grade D Step 6, \$43,711, to Pay Grade D Step 7, \$45,113 effective November 1, 2008. Evans seconded – motion carried.
 - e. BOLLENBECK PERFORMANCE REVIEW: Based on a favorable performance appraisal, G. Larson moved to approve a one step increase for Michele Bollenbeck from Pay Grade B Step 4, \$29,810, to Pay Grade B Step 5, \$30,807 effective November 16, 2008. S. Larson seconded – motion carried.
 - f. NEPOTISM POLICY: There was discussion pertaining to future agenda item regarding a nepotism policy. The matter was referred to the P&B for discussion and further consideration.

7. **EAST CENTRAL ARTS COUNCIL:** Evans reported that the State Arts Board will be doing a strategic plan to guide their activities over the next several years. Enclosed in the ECRDC packets was a survey for Commissions members to complete relating to the strategic planning process.

8. **TRANSPORTATION:** Voss brought forth the following recommendation by the Transportation Advisory Committee. At this point, rural minor collector routes are not eligible for federal funds. The ATP will be addressing the issue of eligibility of minor collectors at the next meeting. Nelson moved to approve the TAC recommendation that rural minor collectors be eligible for federal funds. S. Larson seconded – motion carried.

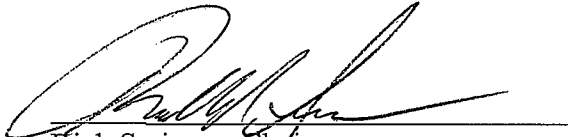
9. **EAST CENTRAL SENIOR RESOURCE CENTER (ECSRC):** Penny Simonsen reported on a new program called Flexible Case Management. This program will be working with older adults with income just above poverty guidelines. This program will look at their limited income and help them get the needed assistance they need to be able to stay in their homes.

Simonsen also reported that Pine, Mille Lacs, and Kanabec counties will be receiving assistance for their transit program. In addition, the Isanti County Commission on Aging will be receiving \$28,000 for rural delivery services and Depot Studios will be receiving \$8,000 for a volunteer program.

10. **ECONOMIC DEVELOPMENT REPORT:** On behalf of the Revolving Loan Fund Committee, Voss brought forth the resolution for the annual Revolving Loan Fund Plan Certification. S. Larson moved to approve Resolution #2008-1. Evans seconded – motion carried.
11. **OTHER:** There was discussion on possible future round table discussion to take place during Commission meetings.
12. **ADJOURNMENT:** The next meeting will be on December 15, 2008 at the ECRDC offices. Montzka moved to adjourn the regular meeting of the ECRDC. Evans seconded – motion carried.



Robert L. Voss, Executive Director



Rick Smisson, Chairperson