



EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION
100 Park Street South
Mora, MN 55051
August 24, 2015
7:00 P.M.

Commission Members Present:

Karen Amundson – Kanabec Co. Public Interest
Greg Anderson – Isanti Co. Commissioner
Linda Evans – Mille Lacs Co. Public Interest
Kirsten Kennedy – City of North Branch
Steve Hallan – Pine Co. Commissioner
Richard Hansen – Isanti Co. Townships
Steven Kimmel – Chisago Co. Public Interest
Sue Larson – Isanti Co. Public Interest
Tom Lawlor – Southern School Board
Ben Montzka – Chisago Co. Commissioner
Marlys Palmer – Isanti Co. Municipalities
Dave Patenaude – Kanabec Co. Townships
Genny Reynolds – Mille Lacs Co. Commissioner
Bill Schlumbohm, Sr. – Chisago Co. Municipal
Paul Venhuizen – Pine Co. Municipalities
Thom Walker – Mille Lacs Co. Municipalities
Barb Welty – Mille Lacs Co. Townships
Glen Williamson – Pine Co. Townships

Commission Members Absent:

Carla Dunkley – Tribal Representative
Kathi Ellis – Kanabec Co. Commissioner
Gordon Gullixson – Kanabec Co. Municipalities
Diane Larkin – Chisago Co. Townships
Steve Odegard – Northern School Board

Staff Present:

Bob Voss – Executive Director
Bob Bollenbeck – Transportation/TZD Program
Jennifer Russell – Economic Dev. Director
Trish Rydlund – Office Manager
Penny Simonsen – Community Development

1. **WELCOME:** Chairman Montzka called to order the meeting of the East Central Regional Development Commission at 7:00 p.m. The Pledge of Allegiance was recited. Sue Larson regretfully tendered her resignation due to moving out of Isanti County.
2. **AGENDA APPROVAL:** Moved by Larson to approve the agenda as presented. Hanson seconded – motion carried.
3. **MINUTES APPROVAL:** Welty moved to approve the minutes of the June 22, 2015 annual meeting. Kimmel seconded – motion carried. Correction made to June 22, 2015 minutes to include that Kathi Ellis had been nominated by mail for the Secretary/Treasurer under the Election of Officers.
4. **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Voss reported on a number of items including:
 - a. **MILLE LACS LAKE BUSINESS ASSISTANCE:** A meeting was held on July 23rd where the Governor's staff along with the DNR, DEED, and Tourism Commissioner listened to concerns expressed by resort owners about the economic impact of the walleye fishing situation on Lake Mille Lacs. The MN Dept. of Employment and Economic Development (DEED) made preliminary contact with our office to assist them with administering a low interest loan program should one become available through a special legislative session. By

- consensus the ECRDC Board authorized staff to pursue the possibility to help with the low interest loan program.
- b. SANDSTONE MECIAL CAMPUS: EDA notified us on August 3rd the City of Sandstone was selected for further consideration for \$2.3 million in grant funding to pay for half of the infrastructure expenses toward the proposed Regional Medical Campus and Business Park Project.
 - c. SAFE ROUTES TO SCHOOLS PROJECTS: Evans moved to approve the amendment to Mn/DOT Agreement No. 06100 for the Safe Routes to Schools project. Palmer seconded – motion carried
 - d. ECRDC ANNUAL AUDIT: The accounting firm CliftonAllenLarson auditing firm will conducted the field work for the fiscal year end 2015 agency-wide audit September 22nd – 24th. Larson moved to sign the engagement letter to have CliftonAllenLarson conduct the FY15 audit. Welty seconded – motion carried.
 - e. SAFE ROADS PROJECTS: The MN Dept. of Public Safety approved all three of our Safe Roads/Toward Zero Deaths grant applications, Isanti - \$19,615; Kanabec - \$15,656; Mille Lacs - \$18,933. This funding will make it possible for us to coordinate with local coalitions to develop and implement strategies to reduce fatal and serious injury crashes. The grants and associated work begin on October 1, 2015 and go through September 30, 2016.
 - f. MORA SMALL CITIES DEVELOPMENT GRANT: The City of Mora received a Small Cities Development Program (SCDP) grant of \$615,590 to be used toward income qualifying residential owner and commercial rehabilitation project. Approximately 15% (approximately \$75,000) of the project may be used for administration and the City invited us to submit a proposal to assist with administering the project through December 2017. Hansen moved to authorize the staff to continue pursuing a proposal for administering the SCDP Grant for the City of Mora. Kennedy seconded – motion carried.
 - g. REGIONAL TRAILS PLANNING: Our application for \$3,000 in State health Improvement Program (SHIP) funds (administered by Kanabec County) to gather data, maps, and conduct research on the existing trails systems in Region 7E was approved.
5. **TREASURERS REPORT**: Voss presented the June and July 2015 Treasurer’s report. Amundson moved to approve the Treasurer’s Report to include the checks written along with ACH payments from June 1 to July 31, 2015, check #8695 through #8753. Evans seconded – motion carried. General Journals were reviewed and approved for the time period June 1 through July 31, 2015.
6. **TRANSPORTATION**: Bollenbeck brought before the Commission a final draft of the Region 7E Functional Classification map. Welty moved to approve the final drafts of the Region 7E Functional Classification maps. Larson seconded – motion carried.
- Three Toward Zero Deaths/Safe Roads grants were approved and will allow 8 hours per week staff time. Bollenbeck stated to do an adequate job on these grants a minimum of 10 hours is necessary to fulfill the requirement of the grants. Evans moved to approve the additional 2 hours per week (10 hours total) contingent upon the budget and if funds are available. Kennedy seconded – motion carried. 10 ayes and 8 nays
7. **COMMUNITY DEVEOPMENT**: Simonsen reported on the following items:
- a. SAFE ROUTES TO SCHOOLS: A new Safe Routes to Schools funding cycle will be announced in October, with communities of Taylors Falls, Center City and Lindstrom applying jointly as Chisago Lake School District. Braham and Rush City have expressed an intention to apply also.

- b. **HAZARD MITIGATION PLANNING:** Work continues on the Kanabec County Hazard Mitigation Plan. Surveys were sent to townships and city officials for their input to the plan. We anticipate the plan to be complete by mid-Fall 2015. Work on the Mille Lacs County Hazard Mitigation Plan began this spring. The work will span 18 months, similar to Isanti and Kanabec counties plans.
 - c. **BROADBAND PLANNING:** The ECRDC applied to and received from Blandin a grant to conduct an inventory and offer an assessment of existing broadband services in the Central Woodlands area.
8. **ECONOMIC DEVELOPMENT:** Russell brought forth the resolution for the annual Revolving Loan Fund Plan Certification. Larson moved to approve the Revolving Loan Fund Plan Certification Resolution. Kennedy seconded – motion carried.

Other items discuss:

- a. The RLF committee approved a loan and closed on a loan to Cambridge Bar and Grill for \$50,000. They are located on Main Street in Cambridge.
 - b. We are on the final year of our five-year CEDS. Over the next year the CEDS strategy committee will be assisting with the development of the new plan.
 - c. The Mille Lacs County Economic Strategic Plan taskforce is finishing the revisions and edits of the Plan. It will be reviewed at the August 21st Milaca Economic Development Commission meeting.
9. **ADJOURNMENT:** Chairman Montzka announced the next meeting will be the on October 26, 2015 at the ECRDC office in Mora at 7:00 p.m. Palmer moved to adjourn the regular meeting of the ECRDC. Venhuizen seconded – motion carried.



Robert L. Voss, Executive Director

Ben Montzka, Chairman

