



EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION

April 22, 2019

100 Park Street South

Mora, MN 55051

7:00p.m.

Commission Members Present:

Bob Bollenbeck - Kanabec Co. Public Interest  
Loren Davis - Isanti Co. Public Interest  
Dave Dillan – Mille Lacs Co. Municipalities  
Carla Dunkley- Tribal Representative  
Kathi Ellis - Kanabec Co. Commissioner  
Linda Evans - Mille Lacs Co. Public Interest  
Tim Franklin - Pine Co. Municipalities  
Gordon Gullixson-Kanabec Co. Municipalities  
Richard Hansen - Isanti Co. Townships  
Robert Hoefert, Mille Lacs Co. Townships  
Jeanette Kester - Pine Co. Public Interest  
Diane Larkin - Chisago Co. Townships  
Tom Lawlor – Chisago Co. Public Interest  
Carri Levitski – Southern School Boards  
John Mikrot, Jr. - Pine Co. Commissioner  
Scott Moe - Northern School Boards  
Ben Montzka- Chisago Co. Commissioner  
Dave Patenaude -Kanabec Co. Townships  
Genny Reynolds-Mille Lacs Co. Commissioner  
Kevin Stenson-Chisago Co. Municipalities  
Terry Turnquist - Isanti Co. Commissioner  
Glen Williamson-Pine Co. Townships

Commission Members Absent:

Tish Carlson – Isanti Co. Municipalities  
Jim Swenson - City of North Branch

Staff Present:

Bob Voss - Executive Director  
Karen Onan, Community Development  
Trish Rydlund - Office Manager  
Penny Simonsen - Transportation  
Jordan Zeller - Economic Development

1. **WELCOME:** Chairman Montzka called the regular meeting of the East Central Regional Development Commission to order at 7:00 p.m. The Pledge of Allegiance was recited.
2. **AGENDA APPROVAL:** Hansen moved to approve the agenda as presented. Moe seconded - motion carried.
3. **MINUTES APPROVAL:** Davis moved to approve the minutes of the February 25, 2019 ECRDC board meeting. Hansen seconded- motion carried.
4. **TREASURERS REPORT:** The Board reviewed the February through March 2019 Treasurer's report as presented by Commissioner Ellis. Hoefert moved to approve the Treasurer's Report to include the checks written #10232 through #10295 along with ACH payments from February 1, 2019 through April 30, 2019. Williamson seconded- motion carried. General Journals were reviewed and approved for the period February 1, 2019 through April 30, 2019.
5. **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Voss provided a written report and highlighted several items including:  
SAFE ROUTES TO SCHOOLS COORDINATOR: Voss brought before the Commission a resolution to authorize the Executive Director to enter into a grant agreement with MN Dept. of Transportation for financial assistance to fund a Safe Routes to School Local Coordinator position and eligible expenses. Also, to authorize the Executive Director to execute such Agreement and any amendments without further approval by the ECRDC Board of Directors. Moe moved to approve the Safe Routes to School Local Coordinator Grant resolution. Seconded by Levitski – motion carried.

**COMMISSION VACANCIES:** Process to fill the 5 vacancies on the ECRDC are now complete. The Southern School seats was filled by Cari Levitski of the Cambridge-Isanti School District; Braham Mayor Tish Carlson was elected to fill the Isanti County Municipalities seat; Tom Lawlor will serve as the Chisago County Public Interest Representative; and Dave Dillan of the Milaca City Council will serve as the Mille Lacs County Municipalities Representative of Chisago City for the Public Interest Representative vacancy.

**RTCC PLANNING PROJECT:** Implementation Grant to MnDOT Office of Transit went in on April 12<sup>th</sup>. Work will focus on six major work areas including Centralized Training, Transportation Exploration; Development of and effective Volunteer Driver Program; Development of a Transportation Management Coordination Center; and State Solutions to better support transit.

**6. PERSONNEL & BUDGET COMMITTEE:**

**ZELLER PERFORMANCE REVIEW:** Based on a favorable performance appraisal Kester moved to approve a one-step increase from Pay Grade D Step 12, \$61,860/year to Pay Grade D Step 13, \$63,716/year effective June 16, 2019. Williamson seconded – motion carried.

**7. REGIONAL TRANSPORTATION COORDINATION COUNCIL (ECRTCC):** Karen Onan reported on current events of the ECRTCC.

**ECRDC ADVISORY BOARD LIAISONS TO THE ECRTCC:** Motioned by Hoefert to appoint the followed ECRDC Board Members to the ECRTCC advisory board: Kevin Stenson, Chisago County; Bob Bollenbeck, Kanabec County; Genny Reynolds, Mille Lacs County; John Mikrot with Jeannette Kester as an alternate, Pine County; and Carri Levistki, Isanti County. Seconded by Davis – motion carried.

**IMPLEMENTATION PHASE PRIMARY TASKS:**

- Transportation Management Coordination Center (TMCC) – Incorporate foundation information towards the establishment of a TMCC.
- Volunteer Driver Program - A regional Volunteer Driver Program housed under an agency which will provide rides to transportation disadvantaged throughout Region 7E.
- Transportation Regulation Oversight – Bring awareness to and challenge the issues of transportation in rural areas. Determine what the status is of the laws that affect our region’s rural needs. Goal being to bring current the regulations that are holding back important transportation solutions.
- Centralized Training – Facilitate training efforts in these areas: shared marketing, fund development service/business development, customer service, ridership outreach, general community outreach, and all aspects of formal and informal transit provider staff training.
- Ongoing Transportation Exploration – Continued Advocacy and Awareness of up and coming transportation modes.

**8. TRANSPORTATION:** Simonsen brought forth the following recommendations from the Transportation Advisory Committee:

**TRANSPORTATION ALTERNATIVE (TA) FUNDING:** There were two application submitted for TA funding. The city of Taylors Falls project is a 2,500’ sidewalk, curb and gutter along West St. to Maple St. ending at Cherry Hill Park. The cost of the project is \$250,000 and request of \$200,000.

The city of Lindstrom project is for Olinda Trail. This is a 2,900’ multi-use trail connecting 288<sup>th</sup> ped trail with Chisago Lakes Area Highschool and existing rail at 292<sup>nd</sup> St. along Olinda Trail/CSAH 25. The cost of the project is \$496,00 and requesting \$369,800. This project is the last section of the entire project.

Following discussion, motioned by Stenson to the \$368,499 for the City of Lindstrom project to complete the last segment of the project. Seconded by Evans – motion carried.


**FY 22/23 TA FUNDING REDUCTION:** Simonsen received word there was a reduction of \$27,400 for the Transportation Alternative project for FY22/23 Federal Funding. There were two projects funded during this solicitation.

| Rank | County  | Route Number | Federal     | Local       | Total       |
|------|---------|--------------|-------------|-------------|-------------|
| #2   | Kanabec | CSAH 3       | \$1,000,000 | \$250,000   | \$1,250,000 |
| #1   | Isanti  | CSAH 5       | \$1,620,000 | \$1,980,000 | \$3,600,000 |

Following discussion, Williamson moved to reduce the Isanti County CSAH 5 project by the \$27,400 as recommended by the Transportation Advisory Committee. Seconded by Moe – motion carried. (Note: Initially, Isanti County had received an extra \$33,440 more than requested for this project. Instead of receiving the \$33,440 they will be receiving \$5,800 extra).

**TRANSPORTATION ALTERNATIVE (TA) FUNDING SOLICITATION CYCLE:** Currently, TA solicitation for approximately \$171,000 is conducted yearly. The Transportation Advisory Committee recommendation is to move to an every-other year solicitation with funding of approximately \$342,000 available. Following discussion, Kester moved to change the TA solicitation to an every-other year solicitation. Stenson seconded – motion carried.

9. **ECONOMIC DEVELOPMENT:** Zeller reported on current economic development events.
  - INVENTORS & ENTREPRENEURS CLUB:** The Regional Inventors & Entrepreneurs (I&E) Club, co-founded and sponsored in part by the ECRDC, is off to a better than expected start. The first event was held on March 26<sup>th</sup> at East Central Energy in Braham. The I&E Club will meet monthly – a standing meeting on the 4<sup>th</sup> Tuesday of the month at East Central Energy in Braham. Doors open at 5:30 PM for networking with presentation from 6:00 – 7:30 PM.
  - PINE TECHNICAL & COMMUNITY COLLEGE EDA GRANT:** Pine Technical & Community College was notified that the US Dept. of Commerce/Economic Development Administration (EDA) is awarding them a \$1.1 million grant for upgrades to their campus in Pine City.
  - INNOVATIVE APPROACHES TO CAREER READINESS:** GPS::45::93, our partner in regional economic development, invites you to attend their 2<sup>nd</sup> Annual Innovative Approaches to Career Readiness Event on Friday May 3, 2019.
  
10. **TOPICS OF REGIONAL INTEREST:** Tobacco 21 was discussed. Beginning on June 1, 2019, people under the age of 21 will no longer legally be able to purchase tobacco products in most Isanti County businesses.
  
11. **ADJOURNMENT:** Chairman Montzka announced the next meeting will be the annual meeting on June 24, 2019 at 5:30 p.m. at a location yet to be determined. Franklin moved to adjourn the regular meeting of the ECRDC. Ellis seconded- motion carried.

  
 Robert L. Voss, Executive Director

  
 Ben Montzka, Chairman