



**EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION**  
**ANNUAL MEETING**  
August 22, 2022  
100 Park Street South  
Mora, MN 55051

Commission Members Present:

Tish Carlson – Isanti Co. Municipalities  
Loren Davis - Isanti Co. Public Interest  
Dave Dillan – Mille Lacs Co. Municipalities  
Linda Evans - Mille Lacs Co. Public Interest  
Richard Hansen - Isanti Co. Townships  
Alison Holland, Kanabec Co. Commissioner  
Jeannette Kester - Pine Co. Public Interest  
Scott Moe - Northern School Boards  
Ben Montzka- Chisago Co. Commissioner  
Dave Patenaude -Kanabec Co. Townships  
Kevin Stenson-Chisago Co. Municipalities  
Terry Turnquist-Isanti Co. Commissioner  
Glen Williamson-Pine Co. Townships

Others Present

Steve Hallan, Pine Co. Commissioner  
Teri Steckelberg, First Children's Finance  
Candace Cegla, First Children's Finance

Commission Members Absent:

Aaron Berg – Southern School Boards  
Carolyn Cagle – Chisago Co. Townships  
Carla Dunkley- Tribal Representative  
Robert Hoefert, Mille Lacs Co. Townships  
Tom Lawlor – Chisago Co. Public Interest  
Jeremy Miller – Kanabec Co. Municipalities  
Genny Reynolds – Mille Lacs Co. Commissioner  
Peter Spartz – Pine Co. Municipalities  
Jim Swenson - City of North Branch  
JJ Waldhalm, Pine Co. Commissioner

Staff Present:

Bob Voss - Executive Director  
Karen Onan - Community Development  
Trish Rydlund - Office Manager  
Michelle Thomas - Resiliency Coordinator  
Penny Simonsen – Transportation

1. **WELCOME:** Chairman Montzka called the annual meeting of the East Central Regional Development Commission to order at 7:00 p.m. The Pledge of Allegiance was recited.
2. **AGENDA APPROVAL:** Williamson moved to approve the agenda as presented. Moe seconded - motion carried.
3. **MINUTES APPROVAL:** Evans moved to approve the minutes of the June 27, 2022 meeting. Hansen seconded- motion carried.
4. **FIRST CHILDREN'S FINANCE CHILDCARE (FCFC) SURVEY:** Teri Steckelberg and Candace Cegla gave a presentation with the results of the FCFC surveys that were conducted during this past year. Counties included in the survey were Mille Lacs, Isanti, and Pine. Recommendations for solutions of the shortages are common throughout all counties.
  - a. Explore multiple opportunities to add additional childcare programs across the county, especially infant and toddler care.
  - b. Pursue a multi-pronged approach that includes expansion of existing family childcare and center-based programs and encourage/assist startup of new programs (which could include encouraging existing providers in other areas to open a program in our region).
  - c. Investigate the "Pod" model.
  - d. All expansions and start up programs should work with FCFC's Finance Business Development Specialist to make sure their project is financially viable. This service is free of charge to the provider.
  - e. Continue existing and/or create new support systems for childcare providers.

5. **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Voss provided highlights of his report with the following items:
  - a. **FINANCE DIRECTOR HIRE:** Advertisements for the ECRDC's finance position were placed in a number of areas including the League of MN Cities, the Association of MN Counties, the Workforce Center, Indeed, and all 5 of the region's official newspapers which also extended to the advertisers. The deadline was July 22<sup>nd</sup> with a total of 13 applications received. After reviewing all applications and conducting an interview, an offer was extended – and accepted - to Darcy Rylander. Her starting salary on the new pay scale was set at Grade 6 Step 3 (\$65,686 annually).
  - b. **AGENCY-WIDE AUDIT:** Eric Smedsrud with Clifton Larson Allen CPA firm met with staff on July 19<sup>th</sup> to go over requirement to prepare for the FY2022 year-end audit. We have proposed dates for the audit field work for either the week of November 7-10 or November 14-18. A final audit should be complete by the December 19<sup>th</sup> meeting.
  
6. **TREASURERS REPORT:** The Board reviewed the June and July 2022 Treasurer's report. Evans moved to approve the checks written, #11293 through #11334 along with ACH payments for June 1 – July 31, 2022. Williamson seconded - motion carried.
  
7. **ECONOMIC DEVELOPMENT UPDATE:** Michelle Thomas reported on the following:
  - a. **FAMILIARIZATION TOUR:** Staff helped facilitate a Familiarization Tour of Pine, Kanabec, and Mille Lacs Counties. Catalina Valencia, Director of Business Development of the MN Department of Employment & Economic Development participated in the tour.
  - b. **BARNSTORMING AND MEETINGS WITH CITIES:** The ECRDC is in the planning phase for our fall round of barnstorming visits to banks, credit unions, and city halls in September and October. Staff will also be making visits to cities and counties the remainder of the summer and this fall to discuss community and economic development topics.
  - c. **PLANNING PROJECTS:** Staff are currently assisting Mission Creek Township with updates to their ordinances. We anticipate this being completed in early 2023.
  
8. **ECONOMIC RESILIENCY COORDINATOR UPDATE:** Michelle Thomas reported on the following items:
  - a. **COVID 19 REVOLVING LOAN FUND:** No new loans have been approved since the last Commission meeting. To date, the entire allotted \$500,000 was distributed to regional businesses before the deadline of June 30<sup>th</sup>.

Loan Recipient	Loan Amt	Loan Recipient	Loan Amt
Glockenspiel/Deutschland Meats (Lindstrom)	\$ 25,000	Central Fence (Isanti)	\$ 30,000
Denham Run Bar & Grill (Sturgeon Lake)	\$ 30,000	Siya Hotels/Quality Inn (Finlayson)	\$ 60,000
Pizza Pub (Braham)	\$ 32,500	Woods Edge Vet (Hinckley)	\$ 40,000
Betabfit Personal Training (Princeton)	\$ 30,000	Loban Home (Pine City)	\$ 15,000
All Mac (Stacy)	\$ 41,050	Titan Forestry (Grasston)	\$ 40,000
Cambridge Bar and Grill (Cambridge)	\$ 40,000	Farmaste Animal Sanctuary (Lindstrom)	\$ 30,000
Veritas Academy (Chisago City)	\$ 40,000	Herman's Bakery and Deli (Cambridge)	\$ 30,000
C&C Consulting	\$40,000	Bopha Sar Custom Wedding Shop	\$10,000

- b. **AMERICAN RESCUE PLAN ACT (ARPA) REVOLVING LOAN FUND:** The Revolving Loan Fund Board has approved two ARPA RLF Loan applications.

Loan Recipient	Loan Amount
RM BIM Consulting	\$25,000
Sweetbriar Ridge	45,000

9. **REGIONAL TRANSPORTATION COORDINATION COUNCIL (ECRTCC):** Karen Onan reviewed the RTCC Logic Model for this year. There will be a meeting via Zoom on September 8<sup>th</sup> to review the Logic Model. The following are the primary tasks:
- a. Transportation Guidance/Consultation
  - b. Vehicle Sharing
  - c. Private non-profit and for-profit providers – engagement
  - d. Volunteer Driver Program
  - e. Staff Training
  - f. Local Human Services – Public Transit Coordination Plan
  - g. Emergency Preparedness Facilitation
10. **TRANSPORTATION:** Penny Simonsen reported on the following:
- a. MnDOT Surface Grant and TA funding will possibly increase for the Districts in Region 7E. Each District in our Region, District 1, District 3, and Metro District, may be received \$1 million. Staff will know more at the October ECRDC meeting.
11. **ADJOURNMENT:** Chairman Montzka announced the next meeting will be at the ECRDC on October 24, 2022, at the ECRDC Offices. Davis moved to adjourn the regular meeting of the ECRDC. Williamson seconded-motion carried.



Robert L. Voss, Executive Director



Ben Montzka, Chairman

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