



EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION
100 Park Street South
Mora, MN 55051
April 25, 2016
7:00 P.M.

Commission Members Present:

Karen Amundson – Kanabec Co. Public Interest
Greg Anderson – Isanti Co. Commissioner
Loren Davis – Isanti Co. Public Interest
Steve Hallan – Pine Co. Commissioner
Richard Hansen – Isanti Co. Townships
Kirsten Kennedy – City of North Branch
Jeannette Kester – Pine Co. Public Interest
Steven Kimmel – Chisago Co. Public Interest
Diane Larkin – Chisago Co. Townships
Ben Montzka – Chisago Co. Commissioner
Steve Odegard – Northern School Board
Marlys Palmer – Isanti Co. Municipalities
Dave Patenaude – Kanabec Co. Townships
Genny Reynolds – Mille Lacs Co. Commissioner
Thom Walker – Mille Lacs Co. Municipalities
Glen Williamson – Pine Co. Townships

Commission Members Absent:

Carla Dunkley – Tribal Representative
Kathi Ellis – Kanabec Co. Commissioner
Tim Franklin – Pine Co. Municipalities
Linda Evans – Mille Lacs Co. Public Interest
Gordon Gullixson – Kanabec Co. Municipalities
Tom Lawlor – Southern School Board
Bill Schlumbohm, Sr. – Chisago Co. Municipal
Barb Welty – Mille Lacs Co. Townships

Staff Present:

Bob Voss – Executive Director
Bob Bollenbeck – Transportation/TZD Program
Trish Rydlund – Office Manager
Penny Simonsen – Community Development

Others Present:

Brian Scholin – Pine Co. Municipalities
Kathy Blomquist – City of North Branch

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.
2. **AGENDA APPROVAL:** Moved by Palmer to approve the agenda as presented. Davis seconded – motion carried.
3. **MINUTES APPROVAL:** Kimmel moved to approve the minutes of the February 22, 2016 meeting. Hansen seconded – motion carried.
4. **TREASURERS REPORT:** Executive Director Voss presented the February and March 2016 Treasurer's report. Reynolds moved to approve the Treasurer's Report to include the checks written along with ACH payments from February 1 through March 31, 2016, check #8905 through #8956. Davis seconded – motion carried. General Journals were reviewed and approved for the time period February 1 through March 31, 2016.
5. **EXECUTIVE DIRECTOR'S/ECONOMIC DEVELOPMENT REPORT:**
 - a. **Mille Lacs Scenic Byway:** A proposal was submitted to MnDOT District 3 on March 24th. The total request was \$76,550 and includes staff time, meeting supplies, documentation production, travel, and consultant fees. The ECRDC plans to engage the Arrowhead RDC and Region 5 RDC to accomplish this project. The ECRDC will

be the lead agency providing fiscal and administrative management functions. The project would start on July 1, 2016 and be completed by June 30, 2017 which coincides with the ECRDC's next fiscal year. The request received preliminary approval and recommendation from MnDOT District 3 and was forwarded to MnDOT's Central Office in St. Paul for final consideration.

- b. Revolving Loan Fund (RLF): The RLF approved a loan with the loan closing held on March 25th to W&T Enterprises (Isanti Rental) in Isanti, MN. The loan amount was \$34,000 with a 10 year amortization at 6% interest with a 5 year balloon. A recreational property in Mille Lacs County was used as collateral and a mortgage was prepared and filed at Mille Lacs County showing the ECRDC as the mortgage payee.
 - c. ECRDC Board Vacancies: The Pine County Municipalities has been filled by Tim Franklin of Sandstone and the Pine County Public Interest was filled by Jeanette Kester who was approved at the last ECRDC meeting. To date all positions are filled on the ECRDC board.
 - d. Building Maintenance: The complete interior of the ECRDC offices were spackled and painted at a total cost of \$3,788 (labor & materials) which was under the \$5,000 budgeted.
 - e. CEDS Update: Began holding county Economic Development meetings to get input for CEDS. Pine County on March 28; Mille Lacs on April 21st including County Board work session.
6. **PERSONNEL AND BUDGET COMMITTEE (P&B)**: The P&B held a conference call on April 18th to discuss the applications for the Economic Development position. Advertising was done and the deadline for applications was April 8, 2016. The P&B determined the best candidate for the position was Jordan Zeller. Zeller accepted the position and will be working 32 hours per week, 80% time. Starting salary – Pay Grade D Step 12, \$26.91 per hour with pro-rated vacation based on 5.5 hours FTE and sick leave based on 4.5 hours FTE. Start date will be June 13, 2016 with an anniversary date of June 15th.
 7. **COMMUNITY DEVELOPMENT**: Simonsen brought forth a resolution to enter into agreement with the Minnesota Department of Transportation to complete Safe Routes to School plans. Reynolds moved to approve the resolution. Walker seconded - motion carried.
 - a. A new Safe Routes to School funding cycle was announced the end of 2015. Taylors Falls applied for and received notification of SRTS planning funding, which the ECRDC will provide that work beginning in July.
 8. **TRANSPORTATION**: Bollenbeck reported the Isanti and Kanabec County traffic safety programs sponsored Matt Logan community presentations April 11 & 12. The focus of these was the Distracted Driving issue. There was much positive feedback about the forums including the use of the AAA Distracted Driving Simulator.

The Office of Transit informed the ECRDC that they will be funding all transit vehicle replacements in the State Transportation Improvement Program. This applies to all vehicles programmed through the ECRDC. This means that our Region will reallocate transit funds starting in FY 2017. It is the intention of the Transportation Advisory Committee to reallocate the transit funds to Region 7E projects already in the STIP. Local road projects will receive the same additional funds in each year of the STIP.

9. **TOPICS OF REGIONAL INTEREST:** Mn/DOT is exploring implementing the idea of establishing 8 – 10 Regional Transit Coordinating Councils (RTCCs) in Minnesota. The RTCCs will coordinate transit services, planning and funding will be explored. How this will happen is still in development. The concept would involve the use of regional boards made up of a variety of interests from the community including human services and transit providers, as well as others. The Commission authorized staff to proceed in exploring the implementation of the Regional Transit Coordinating Council for this region. The Commission also discussed broadband needs in the region (i.e. Borgholm Township); North Branch’s “Shovel Ready” industrial park; and the State’s Legacy Funding.
10. **ADJOURNMENT:** Chairman Montzka announced the next meeting held will be the Annual Meeting on June 27, 2016 at 5:30 p.m. Location will be determined. Palmer moved to adjourn the regular meeting of the ECRDC. Amundson seconded – motion carried.



Robert L. Voss, Executive Director



Ben Montzka, Chairman