

REGION

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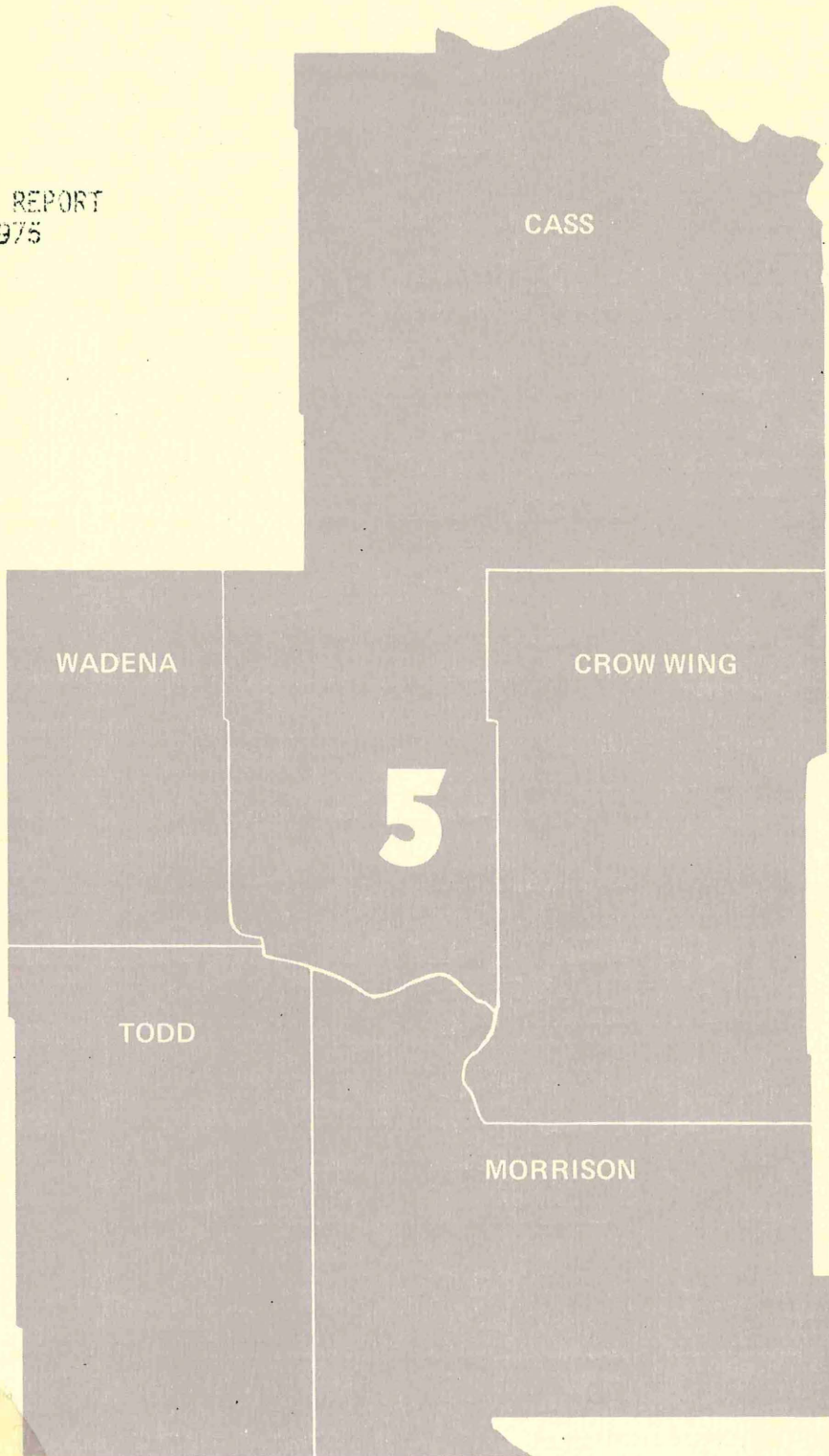
# REGIONAL DEVELOPMENT COMMISSION

Robert F. Benner, Executive Director



Telephone: (218) 894-3233

ANNUAL REPORT  
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Cass Crow Wing Morrison Todd Wadena

## PROGRAM REPORTS

### REGIONAL COMMISSION ADMINISTRATION

- Progress made in developing a comprehensive regional planning process, in strengthening technical assistance efforts, and in accelerating inter-governmental cooperation depends largely on the general administrative ability of the Commission. The targeted activities in this program area were designed to enable the Commission (1) to function effectively as a deliberative body and, (2) to meet its responsibilities to its member governments through the coordinated efforts of its staff.
- Special emphasis has been placed upon establishing a program accounting system, in improving public information activities, and in providing regional commissioners with opportunities to increase their grasp of regional issues. Taken together, these activities have been designed to strengthen the administrative ability of the Commission to act as an advocate for and source of assistance to member local governments in Region 5.

### Major Activities

- The major activities in this area have been the introduction of a program accounting system and the preparation of a comprehensive work program as basic management tools. Detailed financial and progress reports are submitted on a quarterly basis; they provide the Commission, as well as interested state and federal agencies, with the information necessary for a thorough evaluation of its programs and activities.
- The Commission has also adopted personnel policies and is making efforts to improve public relations.

### REGIONAL PLANNING AND COORDINATION

- In meeting its commitment to establish a regional comprehensive planning process, the Commission has concentrated initially on building an acceptance of and capability for planning at the local level.
- This approach is based on the belief that a regional planning process, to be effective, must be built upon a solid foundation of local government support and participation. It would be futile to attempt to prepare a plan for the comprehensive development of the Region without the active involvement of those whose cooperation is required for its implementation. Consequently, there is a close linkage between the Regional Planning and Coordination Area and the programs and activities in the Local Government Assistance Area.
- In addition to building support and capability at the local level, it is essential to achieve closer, more formal working relationships with other regional planning agencies. Otherwise a truly comprehensive planning process under the stewardship of the Commission will be not possible.

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## REGIONAL PLANNING AND COORDINATION, Continued

- Steps have been taken to eliminate the wasteful overlap and disarray which currently characterizes regional planning programs by establishing a comprehensive regional planning process under the umbrella of the Commission. The Regional Development Act calls for it, good sense demands it, and, with the support of key state agencies, the Commission intends to do it.

### Major Activities

- The Commission is in the process of evaluating a number of regional programs and agencies in order to determine the extent to which they are meeting the needs of Region 5 and to identify ways in which they can be made more effective. Evaluations have been completed on the In-School Youth Program and the Summer Youth Employment Program. A number of other evaluations are scheduled for completion by June 30, 1976.
- The Commission has concluded memoranda of agreement with the Region D Crime Council and the Developmental Disabilities Council. Negotiations are underway with the Central Minnesota Health Planning Council.
- The Manpower Advisory Committee has planning, program development and monitoring responsibilities for employment and training programs in Region 5. Planning tasks completed by the committee have included the assessment of employment and training needs and the identification of target groups for manpower services. A consequence of the committee's needs assessment has been the development of specific programs including the Township Work Project, the establishment of experimental Employment Service -- Rural MNCEP employment and training offices in Todd and Wadena Counties and the recommendation of an expansion of the Older Workers Program in Region 5. The monitoring tasks of the committee are discussed under a separate heading in this report. It should be noted here, however, that a product of those monitoring tasks has been the recommendation of guidelines for the operation of the In-School Youth Employment Program and the Summer Youth Employment Programs in the region.
- The Area Agency on Aging has developed an area plan for 1976 which calls for the continued development of projects and services to meet the needs of the local communities. The aging plan calls for the continued efforts to provide for the coordination of existing services available to assist the elderly in remaining an active part of their community. Through the provision of limited Title III, Older Americans Act funds, the area agency on aging will seek to provide, transportation, In-home services, chore services, health services and other social services.
- The economic planning program has been marked by a draft of the economic base analysis and a questionnaire which will allow local elected officials to be involved early in the planning process. Ongoing task is the continued gathering of economic sectoral data. A final draft of the Base Study will be presented along with a draft of the Agriculture, Forestry and Mining sector.

## REGIONAL PLANNING AND COORDINATION, Continued

- A Housing Advisory Committee has recently been established to guide the Commission in formation of a regional housing allocation plan to promote housing rehabilitation in the five counties, and to suggest alternatives in the delivery of new housing to meet demands expected in the next ten years. The committee is made up of two representatives from each county selected because of the members special expertise in housing: a mortgage banker, a carpenter, builder and developer, housing authority executive director, realtor, labor representative, municipal representative, township representative, farm representative and a Commission member who serves as chairman. By mid year it is expected that a housing data base for each county and municipality will be complete, including 1970 census data, special housing surveys, and information gleaned from social needs surveys in the counties. This will allow completion of an allocation (or housing assistance) plan in 1976. While the information system and housing plan are in process, problems of implementation will also be examined in order to provide technical assistance and guidance in housing development.

## LOCAL GOVERNMENT ASSISTANCE PROGRAM

- The introductory direct assistance program to local units of government has established a firm base for the Region 5 Commission to continue its role of assistance to those governments. The direct assistance program has provided a variety of technical assistance to an expanding number of local governments within staff and budgetary limits.
- Moreover, it is the policy of the Commission to develop a capacity within its own staff to equip local governments with the tools they need to respond effectively to their individual responsibilities. The local government units themselves or their official designees will be the targeted recipients of this assistance. The general area of assistance will include planning guidance for sound decision making; management support; project funding assistance; and coordination of programs or plans which affect more than one unit of government.
- The assistance program is distributed evenly and fairly to all the member units of government of the region which request assistance. Information on the types of assistance will be forwarded to the heads of each local government in the region. Assistance programs which demand prolonged efforts by the Commission staff on behalf of individual local governments are evaluated prior to implementation to determine need and local contribution to the effort. Response to such requests are accepted on a first come, first served basis.

## LOCAL GOVERNMENT ASSISTANCE PROGRAM, Continued

### Major Activities

- Planning assistance in the Region has had a very strong emphasis. Upon request by a local unit of government; land use plans, zoning, subdivision regulations and comprehensive plans have been developed for adoption. The Todd County Land Use Plan and Zoning Ordinance is presently about to be adopted by the County Commissioners. Goals and policies of the Todd County Land Use Plan have been developed with the aid of the Region 5 staff to preserve agricultural land for agricultural pursuits. Cities throughout the region have been requesting this type of assistance and the backlog of ordinances and land use plans is growing as neighboring municipalities understand the new tools that are available to them. Not only are the ordinances developed to the standards of the municipalities, but processes are developed for the communities to effectively deal with the administration of the ordinance they have adopted.
- Grant writing is another area of technical assistance in which the Region plays an active role in aiding units of government. Three Federal programs are being utilized at the present; Community Development Block Grants (CDBG), Land and Water Conservation (LAWCON), and Economic Development Administration (EDA). Grants have had a tremendous impact on the communities receiving aid. Over \$600,000.00 in CDBG funds were dispersed to four municipalities for sewer and water projects. Due to last years impact the Region is assisting over twenty communities to prepare preapplications for this years CDBG funding. Four parks in the Region are expected to receive LAWCON funds. Region 5 was instrumental in assisting Belle Prairie Township to receive a LAWCON grant for over \$100,000.00 in order to acquire an 86 acre parcel along the Mississippi River. This park will now be operated by Morrison County and will provide the County with a new recreation resource. The City of Sebeka in Wadena County experienced a breakdown in their sewage treatment plant which would have caused the city's two industries to close. With the Region's assistance an EDA emergency grant was obtained in the amount of \$420,000.00 to repair the sewage treatment plant.
- Specific needs are apparent in many communities. Technical assistance in the form of surveys and the resulting study on the identified need is another area in which the staff has put emphasis. Two transit studies have been initiated; the Wadena County study is at the completion stage; the Brainerd study is in the survey stage. An integral segment of the Community Development Block Grant is the required Housing Assistance Plan (HAP). Brainerd requested help and a housing needs assessment was performed to provide data for their city's HAP. This survey will be used as a model throughout the region and will eventually result in a HAP for the entire five county area. Presently 3 surveys are being assisted by the staff to provide valuable housing and social needs data. The staff is able to program data for computer use to save time and to present data in an easy-to-manage format. Computer mapping, statistical analysis, and training of enumerators are some of the ways in which the staff has aided in survey and technical study work for local governments.

## REGION V COMMISSION MEMBERS

### Name

Richard Andolshek  
Arlyn Cash  
Dr. Kenneth Flolid  
Willmar Holmquist  
Eugene Host  
John Johnsen  
Charles R. Kennedy  
Mary Koep  
Ross Kunkel  
Paul Moran  
Pastor Duane Nelson  
Rudolph Pihlaja  
John Reid  
Paul Richter  
Sylvelster Schmith  
Monroe Sletta  
Mahlon Swentkofske  
Edward A. Switaski  
Herbert Thiesse  
Howard Tyrrell  
Melfred Venske  
Ben Walz  
Richard Yeager

### Representing

Region 5 School Boards  
Crow Wing County Municipalities  
Morrison County Municipalities  
Little Falls Council of Governments  
Todd County Town Boards  
Cass County Municipalities  
Region 5 School Boards  
City of Brainerd  
Crow Wing County Commissioners  
Morrison County Commissioners  
Region 5 Ecumenical Council  
Cuyuna Range Council of Governments  
Todd County Municipalities  
Wadena County Municipalities  
Wadena County Town Boards  
Todd County Commissioners  
Cass County Commissioners  
Cass County Town Boards  
Crow Wing County Town Boards  
Soil & Water Conservation Society  
Morrison County Boards  
Wadena County Commissioners  
Lake Region Council of Governments

## REGION V BOARD OF DIRECTORS

Mary Koep, Chairman  
Monroe Sletta, Vice-Chairman  
Ross Kunkel, Secretary  
Melfred Venske, Treasurer  
Ben Walz  
Edward A. Switaski

## REGION V ADVISORY COMMITTEES

### Personnel Committee

#### Name

Eugene Host  
Paul Moran  
Rudolph Pihlaja  
Paul Richter  
Edward A. Switaski

#### Representing

Todd County  
Morrison County  
Crow Wing County  
Wadena County  
Cass County

### Legislative Committee

Lawrence Cox  
Mary Koep (Chairman)  
John Reid  
Mrs. Paul Richter  
Edward A. Switaski  
Ms. Fred Zak

Crow Wing County  
Crow Wing County  
Todd County  
Wadena County  
Cass County  
Morrison County

### Transportation Committee

Duane Blanck  
Robert Elleraas  
Jerry Fabian  
G.R. Kriha  
Ross Kunkel (Chairman)  
Ken Paulson  
David Reed  
C.A. Steward  
James Worcester

Crow Wing County  
Todd County  
Little Falls  
Brainerd  
Region 5  
Morrison County  
District State Aid Engineer  
Wadena County  
Cass County

### Housing Committee

Fred Becker  
Charles Bedore  
Gilbert Gustafson  
Willmar Holmquist (Chairman)  
Mrs. Jeanne Kline  
Russell Nelson  
Tom O'Brien  
Glenn Otteson  
R.A. Schroeder  
Lee Schumacher

Todd County  
Crow Wing County  
Morrison County  
Region 5  
Cass County  
Wadena County  
Crow Wing County  
Cass County  
Todd County  
Wadena County

## REGION V ADVISORY COMMITTEES, Continued

### Manpower Committee

<u>Name</u>	<u>Representing</u>
Joseph Ayers	Tri-Cap
Ralph Collette	Employment Services
Ralph Curtis	Crow Wing County
Ms. Hilda Hector	Todd County
Roger Larson	Todd County Business
Raymond LaVoie (Chairman)	Region 5
Michael Matanich	State Vocational Schools
Ms. Monica Mick	Cass County
Louis Polasik	Crow Wing County
Marvin Stangl	Morrison County
Tony Stursa	Wadena County
Clayton White	Wadena County Business
Jerry Witt	Morrison County Business

### Area Agency on Aging Committee

Mrs. Winston Borden (Chairman)	Crow Wing County
George J. Buck	Wadena County
James Filibeck	Cass County
Harold Fisher	Morrison County
Mrs. Donald Gere	Todd County
Rev. Alfred Gunderson	Cass County
Ms. Dagmar Johnson	Morrison County
Darryl Meyer	Todd County
Arthur Miller	Wadena County
Howard Pattison	Todd County
Charles Raisch	Cass County
Mrs. John Rudie	Morrison County
Mrs. Henry Smith	Crow Wing County
Mrs. Tony Winkels	Wadena County



## DETAILED BUDGET SUMMARY

### Estimated Receipts

#### State

State Planning Agency..... 73,400.00

#### Federal

Department of Housing & Urban Development..... 16,170.00

Department of Labor (through Minnesota CEP, Inc.).....27,300.00

Department of Commerce (through Upper Great Lakes  
Regional Development Commission)..... 25,000.00

Federal Administration on Aging (through Governor's  
Council on Aging)..... 26,000.00

#### Local

Local Levy..... 40,000.00

207,870.00

### Estimated Expenditures

#### Staff

Executive Director.....22,500.00

Deputy Director .....15,000.00

Aging Program Director .....14,000.00

Manpower Planner.....10,500.00

Regional Planner.....10,500.00

Local Government Adviser (planner).....10,500.00

Local Government Adviser (civil engineer).....13,000.00

Administrative Assistant.....6,000.00

Executive Secretary.....5,400.00

Secretary.....4,800.00

Fringes (10% approximate) .....11,219.92

Total .....123,419.92

Consultants .....21,500.00

## Overhead

Telephone .....	8,500.00
Office Furniture & Equipment .....	2,000.00
Postage .....	3,000.00
Office supplies .....	3,000.00
Duplication .....	2,000.00
Printing .....	1,000.00
Advertising .....	500.00
Subscriptions .....	500.00
Books, reports, etc. ....	1,500.00
Conference fees, etc. ....	1,000.00
Commission Orientation .....	500.00
Per Diem .....	
Board of Directors .....	2,500.00
Regional Commissioners .....	5,500.00
Travel	
Board of Directors .....	1,000.00
Regional Commissioners .....	3,000.00
Advisory Committees .....	4,500.00
Staff .....	12,000.00
Commission & Staff Training .....	1,000.00
Participation in Development Disabilities Planning Program .....	<u>3,000.00</u>
Total .....	56,000.00

Contingency Fund ..... 6,950.08

Grand Total (includes expenditures for staff, consultants,  
overhead, and contingencies)..... 207,870.00