

Minutes of Meeting
Trail County Economic Development Commission
November 21, 2013
7:00 p.m. Total Ag Industries - Hillsboro ND

Board of Directors present: Rick Halvorson, Jay Henrickson, Gary Nysveen, Deb Kyllö, Roxanne Phipps and Scott Hovde. **Also present:** Executive Director, Melissa Beach.

At 6:30 p.m., Justin Risovi, Business Manager, Total Ag Industries gave the group a tour of their new facility in Hillsboro and presented information about their growing company.

The meeting was called to order at 7:40 p.m. by Chairman Hovde.

Secretary's Report

Motion by Phipps to approve October 17, 2013 meeting minutes, seconded by Nysveen. Motion carried.

Treasurer's Report

Motion by Kyllö to accept the October 17, 2013 treasurer's report, seconded by Nysveen. Motion carried.

Motion by Henrickson to approve payment of checks as presented, seconded by Phipps. Motion carried.

Beach mentioned that RS Electric has paid off their TCEDC loan prior to the final due date. Beach also reported she collected partial payments on old debt, including two payments for the Clifford Dinner Theater loan, and a payment for the Paddlewheel (Elizabeth Morris).

Executive Report

Beach presented the monthly executive report which is attached.

Unfinished Business

The City of Mayville signed and returned their acceptance letter for the City Signage Grant Program. The City of Clifford was sent a notice informing them that their signage project was not approved. The City of Hillsboro signed and returned their acceptance letter and their check was sent to the city auditor.

The acceptance letters for the TCEDC Child Care Grant program for Meghan Hovde (Family Tree Child Care, Portland) and the Buxton Daycare have not been received as of this time.

The Main Discovery child care center in Hillsboro received their child care grant of \$10,000 and paid off their current loan to TCEDC.

New Business

Discussion was held regarding the executive director's annual review. Beach will notify the executive committee of the date and time.

Holman and Stuart Larson will prepare nominations for the December meeting.

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Discussed board member recruitment. DeClercq is moving and will be resigning her position, so our board will need another representative from the Mayville area. A representative is still needed from the northern part of the county as well.

More discussion was held in regards to the number of board members for TCEDC and the difficulty finding board members and getting quorum.

Community Updates:

Nysveen - New building being built along the frontage road west of Hillsboro to house RS Electric, KAP Construction and Goose River Heating & Cooling. Envirotech is expanding to Ada, MN. The Hillsboro Community Partnership building downtown is ready for sale. Christmas Cash is going well and 350 kids were treated at the HBA Halloween events. Hillsboro Superintendent Paula Pederson is working on a safe street grant in Hillsboro (Beach is also on that committee). There needs to be a \$40,000 local match for each phase in order to secure funding.

Kyllo - Epic Nutrition is opening a business in mid December in the old L&D's Café building in downtown Mayville. Norseman Auto is closing the end of November.

Phipps - Hatton-Eielson Museum is hosting a Christmas Tour of Homes on December 8th in Hatton.

Hovde - Meghan Hovde is currently up and running for a new in-home child care. She currently has a waiting list of 13. The Depot building has been sold. MayPort Office Square is for sale at \$235,000. A new house is being built north of Portland.

Henrickson - The MSU Alumni Center is close to completion with a working elevator. MSU hosted the State Board of Higher Education this month. The Madrigal Dinner and Pointsettia Ball is in December. The university is also preparing for certification. Plans are coming together for the Old Gym and Stan Dakken Drive projects.

Beach - Informed the board of the Steele County JDA director's position being open. She hopes to have a good working relationship with the new director, and suggested board members share the opening with those that may be interested.

The next meeting will be held December 19, 2013 at 7:00 p.m. at the TCEDC office.

The meeting adjourned at 8:45 p.m.

Officer (printed name & office)	Signature	Date
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Recording Secretary (printed name)	Signature	Date
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