

Minutes of Meeting
Traill County Economic Development Commission
August 15, 2013
7:00 p.m. TCEDC Office - Hillsboro ND

Board of Directors present: Scott Hovde, Steve Larson, Rick Holman, Les Amb, Jessica LeClercq, Gary Nysveen, Jay Henrickson, Roxanne Phipps and Deb Kylo. **Also present:** Executive Director, Melissa Beach and Project Coordinator, Donna Scholl

The meeting was called to order at 7:00 p.m. by Chairman Hovde.

Secretary's Report

Motion to ratify minutes from May 16, 2013 meeting by Kylo, seconded by Nysveen. Motion carried.

Motion to ratify minutes from June 12, 2013 meeting by Henrickson, seconded by Larson. Motion carried.

Motion to approve minutes from July 17, 2013 meeting by Amb, seconded by Phipps. Motion carried.

Treasurer's Report

Motion to ratify the May 2013 Treasurer's Report by Kylo, seconded by Amb. Motion carried.

Motion to ratify the June 2013 Treasurer's Report by Henrickson, seconded by Kylo. Motion carried.

Motion to approve the July 2013 Treasurer's Report by Henrickson, seconded by Kylo. Motion carried.

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

Executive Report

Beach reported that current projects are continuing during her maternity leave. Beach thanked Scott Hovde, Deb Kylo, Jadin Paulsrud and Donna Scholl for all of their help in continuing these projects during her absence from the office.

Unfinished Business

The TCEDC City Signage Grant Program awarded grants in 2012 to Hatton, Portland and Clifford. The program has been renewed for 2013. One application has been received thus far, from the City of Mayville, but the application is incomplete.

The TCEDC Child Care Grant Program has been extended to a September 30, 2013 deadline with project completion by December 31, 2013. The extension was granted due to interest from three groups.

New Business

Explanation of 2014 Budget that was recommended by the Executive Committee in July. Beach will submit to Traill County Commissioners. Motion to submit by Hovde, second by Kylo. Motion carried.

2012 Audit is upcoming. Lowell Nelson of Overmoe & Nelson should have us on his schedule within the next two weeks.

The cash on hand worksheet for the County Auditor was explained by Beach.

General Update

Hovde and Beach have been working with a company that wants to expand in the northern part of the county.

A second company is also interested in expansion in Traill County. Beach has been working with this company to select sites for several months.

Two individuals are interested in buying a Hillsboro business. Beach has been working with the individuals on their business plan, financing and succession information.

Portland Community Center update given by Kylo. There is a Sept. 4 community meeting scheduled in Portland with Kathy Coyle of USDA Rural Development leading the discussion.

Beach explained the potential childcare expansion project in Portland. The project is not yet public, but would be incorporating an existing licensed provider expanding.

Beach and Kathy Coyle have continued to discuss a potential project for the Clifford City Hall/Fire Hall building. Beach is still waiting on quotes from Mayor Anderson for the project.

Beach mentioned that Garrison Diversion Grants are available and asked board members to consider projects in their communities that may be eligible.

Community Updates:

Henrickson- Mayville State University fall semester is gearing up and orientation is scheduled the week of Aug 19. Football and volleyball have started. Contractors have been on campus to bid on upcoming building projects.

Nysveen- Krista Wright is the new director at The Main Discovery. The city has a commercial lot for sale next to the Banner. Three new houses are being built in PrairieView. Reno's Sport Bar is hosting a street dance on Caledonia Ave. with the band 32 Below.

LeClercq- No report

Amb- KT Hall has been sold.

Holman- Brief report on tax relief, will have more to report in November.

Phipps- New storage sheds have been put up. Sunset has been sold and is now called the Blue Line; the grill has extended hours. School starts August 27 and enrollment is steady. The Dairy Bar has been leveled.

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Steve Larson- Wages are being studied and a resolution to wage issues in the county is still being sought. Bids on the elevator in the courthouse are coming high due to the increased cost of construction from growth in western North Dakota. Project should be complete by the end of the year.

Hovde- No report

Kyllo- Would like to see participation in the upcoming publication Discover Trail County by Heritage Publications.

Beach- Talked about a need for rental housing in Trail County and discussed the need for a link on the TCEDC website to the Housing Incentive Fund tax information. Also discussed the Housing Incentive Fund.

Discussed the idea of the TCEDC ever getting involved in the ownership of a building. Idea was briefly discussed with no agreement or motion. Donna Scholl was introduced as the new Project Coordinator.

Next meeting will be held Sept 19, 2013.

Meeting adjourned at 8:10 p.m.

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