

Minutes of Meeting
Trail County Economic Development Commission
December 17, 2015
7:00 p.m. Faye's Henhouse - Mayville, ND

Prior to the meeting, Faye Grandalen, owner of Faye's Henhouse, gave the group a tour and described the quilting/sewing industry. She demonstrated the new quilting machine and informed the group of services her business offers, such as quilting classes.

Board of Directors present: Gary Nysveen, Kurt Elliott, Scott Hovde, Alana Gerszewski, Ben Hershey, Roxanne Phipps, Jay Henrickson, and Phil Murphy. Also present: Melissa Beach – Executive Director, Jessica Spaeth - Project Coordinator, Cole Short – Hillsboro Banner, and Jim Johnson – Trail County Tribune.

The meeting was called to order at 7:11 p.m. by Chairman Nysveen.

Secretary's Report

Motion by Henrickson to accept the November 19, 2015 meeting minutes, seconded by Gerszewski. Motion carried.

Treasurer's Report

Elliott moved to accept the November 19, 2015 treasurer's report, Hovde seconded. Motion carried.

Motion by Hovde to approve payment of checks as submitted, Phipps seconded. Motion carried.

Executive Director's Report

Beach presented the monthly executive director's report as attached.

Unfinished Business

360 letters were sent on behalf of Traill United Group requesting financial support. One letter pledging support has been received. Wording on Investor Application will be reviewed and changed to clearly state Investment Levels and pledge obligations. Personal follow-up phone calls will be made to businesses that were sent investor applications.

Child care license was received from Mayville State CDP - HPK. Twenty-five percent of their grant was issued. Mayville State CDP – Central Valley grant was waived and will not be issued due to their intent to not license that facility this school year. TCEDC has been approached by three in-home providers requesting child care grant information after the grant period.

Approximately 300 letters were sent to Traill County businesses requesting employer support for the local Young Professionals groups. Three membership applications and dues have been received since the letters were mailed.

New Business

Core Distinction Group of Arizona has been contracted to perform a hotel and retail feasibility study in Hillsboro. The company will perform interviews with businesses and large area employers, conduct traffic counts and other data collection methods. The study will be used to determine feasibility of hotel and retail in Hillsboro.

Motion by Gerszewski to table election of officers until January, seconded by Phipps. Motion carried. Beach will bring the following to the county commission for approval:

- Hershey – 3 year term
- Henrickson – 3 year term
- Hovde – 3 year term

A township director is still needed.

Beach will meet with the Executive Committee to conduct annual review.

Motion by Hovde to table committee appointments, seconded by Henrickson. Motion carried.

The strategic plan was reviewed. More business feedback is needed to initiate contact. The group discussed a targeted business list, PACE and Flex PACE loans and how to work more closely with financial institutions. Top priorities for 2016 include business recruitment and capitalizing on summer projects.

Community Updates

Henrickson – Classes winding down for semester break, may need to make adjustments due to decline in state revenues, new VP of student affairs due to Ray Gerszewski’s retirement.

Murphy – Reduction in state funds.

Phipps – Christmas break starts Tuesday.

Hershey – Lots for sale on the south side of Buxton, dilapidated home being remodeled, Advanced Drainage Systems is hiring, Reynolds hosted Christmas festivities last weekend.

Gerszewski – Winterfest held December 4 and was highly successful.

Hovde – Norsemen Archers building has doors and windows, interior work is beginning, home in Heskin Meadows is complete.

Elliott – No update for Galesburg, County Sheriff attended last meeting, jail is no longer receiving meals from Country Hearth – Sanford has stepped in to help, Traill County in process of updating website, no progress on Nielsville bridge, year-end adjustments at year end.

Nysveen – HBA’s Santa Day will be held December 19 in Hillsboro, Degelman Industries building nearing completion.

Meeting adjourned at 8:52 pm.

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