

Minutes of Meeting
Trail County Economic Development Commission
December 15, 2016
7:00 p.m. TCEDC Office – Hillsboro, ND

Board of Directors present: Rick Halvorson, Neil Breidenbach, Gary Nysveen, Kurt Elliott, Scott Hovde, Roxanne Phipps, Paul Geray, Alana Gerszewski, Ben Hershey, and Ken Nesvig. 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 7:00 p.m. by Chairman Halvorson.

Secretary’s Report

Motion by Breidenbach to accept the November 17, 2016 meeting minutes, seconded by Phipps. Motion carried.

Motion by Nysveen to accept the December 13, 2016 Executive Committee meeting minutes, seconded by Nesvig. Motion carried.

Treasurer’s Report

Motion by Phipps to accept the November 17, 2016 treasurer’s report, Hershey seconded. Motion carried.

Hershey moved to approve the payment of checks as submitted, Breidenbach seconded. Motion carried.

Motion by Hovde to make the following line item adjustments within the budget, seconded by Phipps to move:

- \$5,000 from Facilities and Equipment
 - \$750 to Printing and Reference
 - \$400 to Professional Services
 - \$3,850 to Investment Fund
- \$1,500 from Marketing
 - \$1,470 to Investment Fund
 - \$30 to Worker’s Compensation

Motion carried.

Beach shared the tax payments received in 2016, noting the difference in budgeted and actual amounts, leading to a shortfall in the general account. Breidenbach moved to approve transfer of \$8,000 from the savings account to the general account, seconded by Hovde. Motion carried.

Executive Director’s Report

Beach presented the monthly executive director’s report.

Unfinished Business

Beach shared the Shop Local Trail marketing campaign ads and social media analytics. Six weeks of campaigns have run on social media and in traditional forms of advertising.

Beach shared the North Dakota Licensed Child Care Capacity Snapshot showing the availability of childcare and capacity numbers. Beach noted that Williston, Devils Lake and other areas are creating grant programs to assist existing licensed child care providers renew licenses and increase capacity. It was noted that Trail County EDC's child care grant program was one of the first in the state.

New Business

The Executive Director's review documents were presented to the board. Nysveen moved to accept the Executive Committee's recommendation for budgeted 2017 salary increases to \$60,173.33 for the Executive Director and \$35,391.58 for the Project Coordinator, seconded by Nesvig. Motion carried.

Halvorson opened floor nominations for chairman position and nominated Hershey. Motion by Gerszewski to cease nomination and cast unanimous ballot, seconded by Nesvig. Motion carried. Newly appointed chairman Hershey opened floor nominations for vice-chair and secretary/treasurer.

Nesvig nominated Gerszewski as vice-chair. Gerszewski declined.

Phipps nominated Geray as vice-chair. Geray declined. Motion died.

Elliott nominated Hovde. Hovde accepted. Phipps moved to cease nominations and cast unanimous ballot, seconded by Gerszewski. Motion carried.

Nysveen nominated Phipps as secretary/treasurer. Hovde moved to cease nomination and cast unanimous ballot, seconded by Gerszewski. Motion carried.

The following committee appointments were made by Chairman Hershey:

- Executive Committee
 - Ben Hershey, Chair
 - Scott Hovde
 - Roxanne Phipps
 - Gary Nysveen
 - Rick Halvorson
- Business Assistance Committee
 - Ben Hershey, Chair
 - Scott Hovde
 - Paul Geray
 - Neil Breidenbach
 - Rick Halvorson
- Organizational Development Committee
 - Ken Nesvig, Chair
 - Greg Krieger
 - Newly Appointed Trail County Commissioner – to be named by County Commission
- Marketing Committee
 - Alana Gerszewski, Chair
 - Roxanne Phipps

Traill County EDC – December 15, 2016 Meeting Minutes

- Gary Nysveen
- Paul Geray
- Mindy O'Connor
- Nominating Committee
 - Scott Hovde, Chair
 - Roxanne Phipps

Gerszewski inquired on the status of Traill United Group. Beach explained the purpose, goals and expectations of TUG. Traill United Group maintains a separate board of directors and financial statements. Currently, TUG is providing bookkeeping and marketing assistance to an organization and young small business. Services will be provided as requested and as availability allows. Beach will update again in 2017 and anticipates a meeting of TUG Board of Directors soon.

Community Updates

Breidenbach – New sign in Reynolds is working, 918 opened – a commercial photography business, Grand Forks Traill received a \$75K grant to engineer transmission line in Traill County.

Nysveen – Hillsboro Business Association’s Christmas Carnival on Saturday, Degelman and Total Ag are hiring.

Elliott – Charlie Stock will be in touch with Beach to determine schedule and needs after new year, Lake Agassiz confident in new administration working well with EDCs, albeit no budget increases, grant/loan applicants facing challenges meeting requirements to be approved, Sheriff’s office going along, Becca Braaten, County Auditor retiring Friday.

Geray – Hillsboro Business Association’s Christmas Carnival on Saturday, Hillsboro experiences extreme housing needs, Hillsboro Business Association is at peak membership, there is a desire for more active members.

Hovde – WinterFest very successful, a few events were cancelled due to the extreme cold.

Gerszewski – Christmas Cash program slower than this time last year, MayPort Community Club going well, Dueling Pianos at Mayville State on February 3, 2017.

Nesvig – Neilsville bridge still closed.

Phipps – Ferguson house torn down to make way for new housing lots, beautification committee received donation to put up holiday lights displays throughout town.

Halvorson – Working on new city sign installation.

Hershey – Spec home near completion, the city will take charge of acquiring/purchasing new city signage, skating rink expected to be filled before school lets out for the holiday break.

Meeting adjourned at 8:24 pm.

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