

**Minutes of Meeting**  
**Trail County Economic Development Commission**  
**December 14<sup>th</sup>, 2017**  
**7:00 p.m. Trail County EDC Office – Hillsboro, N.D.**

**Board of Directors Present:** Ben Hershey, Gary Nysveen, Greg Krieger, Rick Halvorson, Jami Hovet, Alana Gerszewski, Larry Young, Roxanne Phipps and Scott Hovde. Also present: Melissa Beach – Executive Director.

A tour of Plummer House Museum in Hillsboro preceded the meeting. The meeting was called to order at 7:04 p.m. by Chairman Hershey.

**Additions to Agenda**

There were no additions to the agenda.

**Secretary's Report**

Halvorson moved to accept the Nov. 16, 2017 Marketing Committee meeting minutes, seconded by Gerszewski. Motion carried.

Krieger moved to accept the Nov. 16, 2017 meeting minutes, seconded by Hovet. Motion carried.

Nysveen moved to accept the Dec. 13, 2017 Executive Committee meeting minutes, seconded by Young. Motion carried.

**Treasurer's Report**

Hershey asked Beach how the payroll direct deposit was going. Beach explained that A. Short has asked to begin in Jan. 2018 to simplify the quarterly reporting.

Halvorson moved to accept the Dec. 14, 2017 treasurer's report, seconded by Hovde. Motion carried.

Hovde moved to approve payment of checks as submitted. Krieger seconded. Motion carried.

**Executive Director's Report**

Beach presented the monthly executive director's report. She gave updates on projects with area businesses and described other recent project work including a downtown building renovation project in Hillsboro, a multi-family housing development in Hillsboro, a truck-stop company interested in developing along I-29, and approval of the Outdoor Heritage Fund grant for approximately \$48,000 for the Mayville Nature Trail.

**Unfinished Business**

**Website Project**

A. Short continued to update the new website throughout the month, including extensive work to make content current from what was presented by Absolute. Beach explained the remaining balance



from Absolute Marketing as \$3,798.00. Beach has requested a representative of Absolute attend one of our board meetings to justify the overage, as well as the undelivered product as per our contract prior to any additional payments being made. Beach asked board members to review the website for additions or corrections.

### **TCEDC 2018 Budget**

Beach explained her intention to run unofficially an 87% 2018 budget until the tax income becomes clearer further into 2018. Board members provided input on additional cost savings. Discussion included reduced travel for staff which the board did not want to reduce.

Motion by Gerszewski to discontinue mileage reimbursement to board members from Jan.-May 2018 with the topic revisited in June 2018. Seconded by Nysveen. Motion carried.

Hershey suggested the Executive Committee further examine state aid and how it will be appropriated for 2018 and beyond.

### **New Business**

#### **Executive Director's Review**

Hershey explained the Executive Director's review process, highlights and points of interest.

Motion by Hovde to approve a 3% raise beginning in January for Executive Director and examine a raise for Project Coordinator upon completion of probationary period, seconded by Nysveen. Motion carried.

#### **Panic System**

Beach was approached by a committee researching a panic system for county personnel.

Motion to approve purchasing and installing a two-button system in the Trail EDC office by Hovet, seconded by Nysveen. Motion carried.

#### **Election of Officers**

Nominating Committee members Hovde and Phipps presented a slate of officer nominees including: Hershey (Chair), Gerszewski (Vice Chair) and Phipps (Sec/Treas.). Gerszewski withdrew her name from the nominees. Gerszewski nominated Geray as Vice Chair.

Motion by Nysveen to cease nominations and cast a unanimous ballot, seconded by Krieger. Motion carried.

#### **Community Updates**

Nysveen - Hillsboro Business Association held their annual Santa Day event. 175+ kids in attendance.

Halvorson - Galesburg Fire Department supper went well, house for sale in Galesburg recently sold.

Hovet - Dueling Pianos coming to Mayville State Univ. Jan 27<sup>th</sup>. End of semester.

Phipps - School referendum passed with very high passing numbers. School officials intend to break ground in early May. City of Hatton officials meet next week to discuss streets. A new Christmas event will be held in Hatton this year with Santa and elves with tree lighting. Hatton hosted socks for kids fundraiser.

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Gerszewski – WinterFest went well - 40 vendors at vendor show, dance, prizes, parade. The event is growing each year. Riverwood has 5 river lots remaining and 22 non-river lots remaining. Homes have sold recently in Mayville.

Young - State Vietnam Veterans picnic to be held in Mayville again in summer 2018.

Hovde - WinterFest was a great event, vendor show had 250 people through the door in the first hour (held at the armory from 10am-2pm) with a large variety of vendors. New business - Jacobson Brothers, LLC doing law care, snow removal in Mayville (owned by Jasper Jacobson).  
Hershey - Still homes for sale in Buxton.

Meeting adjourned at 9:05 pm.

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Officer (printed name & office)

Signature

Date

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Recording Secretary (printed name)

Signature

Date