

Minutes of Meeting
Trail County Economic Development Commission
April 19, 2018
7 p.m. The Goose River Bank – Mayville, N.D.

The meeting was preceded by a 6 p.m. tour of Hardware Hank in Mayville.

Board of Directors Present: Ben Hershey, Scott Hovde, Roxanne Phipps, Les Amb, Larry Young, Alana Gerszewski, Rick Halvorson, Gary Nysveen, Greg Krieger, Jami Hovet, Paul Geray. Also present: Melissa Beach – Executive Director, Alyssa Short – Project Coordinator, Cole Short – Hillsboro Banner and Harry Lipsiea – Traill County Tribune.

The meeting was called to order at 7:01 p.m. by Chairman Hershey.

Additions to Agenda

None

Secretary's Report

Krieger moved to accept the March 15, 2018 meeting minutes, seconded by Halvorson. Motion carried.

Treasurer's Report

Beach noted the customer balance summary doesn't currently include interest being accrued. She and A. Short will add annual accruals to each account once per year in November, rather than monthly, so the annual accruals are reflected on the year-end financial reports.

Nysveen moved to accept the April 19, 2018 treasurer's report, seconded by Hovet. Motion carried.

Beach said the March check issued to Charlie Stock was voided because Stock decided not to charge TCEDC for his time on that project. TCEDC also switched its insurance coverage from Auto-Owners to the N.D. Insurance Reserve Fund and the State Fire and Tornado Fund, to be in line with the coverage of other county agencies. The previous policy was written as a business policy for a social or civic club rather than a governmental entity, and didn't have coverage for governance liability or vehicle liability.

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

Executive Director's Report

Beach presented the monthly executive director's report, giving an overview of her work with existing clients and noting how current tasks aligns with upcoming strategic plan deadlines. She outlined upcoming work, including BRE visits, researching funding options and meeting with bankers to help further evangelize TCEDC's service and the various funding options available.



Beach also noted that business recruitment is currently in more of a maintenance mode due to lack of marketing funds, and that TCEDC will be looking to help recruit a developer for multi-family housing in Mayville-Portland.

Chairman Hershey commented that this is a busy time for TCEDC, with a lot of work to be done, and that if anyone on the Board has concerns about shifting priorities, please voice them.

2017 Annual Report

Beach brought copies of the published version of the 2017 annual report, which she already has presented to the Trall County Commission, MayPort EDC and the city councils in Portland, Galesburg, Hillsboro and Buxton. Additional copies are available if anyone needs them.

Housing Update

Beach walked the Board through the proposed plans for the Jordahl multi-family housing unit in Hillsboro, calling out how plans have changed as the land swap with the Hillsboro Development Association has been negotiated. Hillsboro Development voted to approve the land swap and the paperwork will be sent to the state office of the USDA to be finalized. Some neighbors have concerns about the project, but the business demand for housing remains a priority in Hillsboro. Jordahl plans to request annexation by the City of Hillsboro, and that process will take six to eight weeks. That, combined with the delay on finalizing the land swap, will push Jordahl well past its initial start date for the project. Beach said that while it seems like the project is just starting to ramp up, the initial process began about nine months ago.

Proposed Business Expansion

Beach said Degelman Industries requested a tax exemption to the Hillsboro City Commission. The incentive would be for a potential expansion at Degelman's Hillsboro site, which could more than double its current manufacturing square footage and add 50 jobs in the next year. Beach said Degelman Industries USA's general manager, Justin Kleckner, stressed the company's need for more housing – and its support of the Jordahl multi-family housing project – while presenting his information to the city commission.

Business Retention & Expansion Program

Beach briefly walked through the process and purpose of the BRE program, explaining that it's a way to have intentional conversations with business owners about their needs, challenges and future plans. She presented a proposed BRE schedule for the next few months and asked Board members to let her know if there are other businesses that should be high priorities.

2019 Budget

Beach stepped through a preliminary budget for 2019, explaining that there were proposed increases to several line items to help increase TCEDC's investment fund and so TCEDC can do some of the marketing activities that have been on hold. She said the statute approves up to 4 mills, but only 2.8 were used the previous year. Amb and Young helped explain the process of how the mills are determined.

Krieger moved to submit the proposed budget as presented, with possible changes to the medical insurance line item after Beach confirms that amount with the Trall County Auditor's office. Phipps seconded. Motion carried.

Community Updates

- Krieger – Some the township roads are in the worst condition he’s ever seen this spring.
- Geray – Hillsboro’s school board has a contested race. Hillsboro EDC is working on a rebranding project. The airport is getting a new runway, which could bring as many as 50 temporary workers; food and lodging are concerns. Degelman Industries might expand, and the Hillsboro School Board tabled the discussion on the Norman County West tuition agreement. The Hillsboro Business Association held a customer appreciation pancake feed and Hillsboro Days is looking to add events, including car and tractor shows and a craft market. Hillsboro’s tax equalization meeting was held recently and property values are climbing. Some vacant lots and those with poorly maintained homes are being purchased and cleaned up because they’re the only lots available in town. Workforce is still an issue.
- Hovet – Mayville State’s new president, Dr. Brian Van Horn, will start July 1. MSU is still searching for an athletic director. Graduation takes place next month.
- Hovde – Not much going on in Portland.
- Gerszewski – MayPort Community Club’s Easter event was well attended. Summerfest planning is under way for the June 21-24 celebration. The farmers market will be more formally organized this year and will be open Wednesday evenings and Saturday mornings. Lone Tree Shooting Supply is closing its physical storefront. Faye’s Henhouse Quilts is closing May 1, and Gail’s Flutter By Quilt Shop will open soon in the former Videos Plus building.
- Amb – The county commission is accepting bids on upcoming highway projects. Crews are prepping to pour the deck on the Caledonia Bridge. The commission also is working on budgets.
- Phipps – The school had a bid opening for its upcoming project. Four people are running for two spots on the school board and there are several candidates for city council positions. Hatton’s tax equalization meeting is set for April 30.
- Nyveen – Has been out of commission the past month due to surgery; claims he has “no idea what’s going on.”
- Halvorson –Some houses in Galesburg are being demolished. The city’s tax equalization meeting is April 20.
- Young – County highway contractor bids came in lower than anticipated. Mayville has a viable candidate for mayor, and has seven people running for five spots on the city council.
- Hershey – The Central Valley School Board voted to shorten the school day by 15 minutes. Water was flooding through Buxton during the one-day spring melt. Melissa Beach presented TCEDC’s annual report to the Buxton City Council. The council also heard concerns about severe weather storm sirens, and is looking at the infrastructure below the roads. Two candidates have filed for two seats on the city council, and there are two open positions on the Buxton Park Board. Hershey is running for a seat on the Traill County Commission.

Meeting adjourned at 8:46 pm.

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