

Minutes of Meeting
Trail County Economic Development Commission
June 28, 2018
7 p.m. Trail County EDC Office – Hillsboro, N.D.

Board of Directors Present: Ben Hershey, Roxanne Phipps, Alana Gerszewski, Rick Halvorson, Gary Nysveen, Paul Geray. Also present: Melissa Beach – Executive Director, Alyssa Short – Project Coordinator, Cole Short – Hillsboro Banner and Jim Johnson – Trail County Tribune.

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

Additions to Agenda

None

Secretary's Report

Halvorson moved to accept the May 2018 e-mail minutes, seconded by Gerszewski. Motion carried.

Gerszewski moved to accept the May 17, 2018 meeting minutes, seconded by Phipps. Motion carried.

Treasurer's Report

It was noted by A. Short that the annual audit with Overmoe & Nelson has been scheduled for July 18, and that some of the preapproved June checks had to be mailed prior to the meeting due to the meeting being pushed back a week.

Nysveen moved to accept the May 17, 2018 treasurer's report, seconded by Geray. Motion carried.

Halvorson moved to approve payment of checks as submitted. Phipps seconded. Motion carried.

Executive Director's Report

Beach presented the monthly executive director's report, noting that she presented the TCEDC annual report to the Hatton City Council on July 2. Beach updated the board on how EDND is keeping tabs on various incentives that potentially could be slated for cuts with the Legislature's interim taxation committee, especially tax credits and Renaissance Zones. A. Short submitted various Trail County success stories for EDND to include in a marketing piece geared toward legislators. Beach noted the N.D. Department of Commerce underwent significant staffing cuts, and many of the people she works with are no longer employed there.

Beach submitted a State Farm grant on behalf of MPCG for renovations to the school's softball and baseball complexes, and was notified that one of the AARP grant applications she submitted had been awarded.

Beach also attended Hillsboro City Commission meetings to follow up on the Jordahl Custom Homes project, and participated in the Red River Corridor Fund Advisory Board.



Housing Update

Beach reviewed the spreadsheets in the packet that track the number of homes per sale per city per month, and similar data that's being tracked for job openings in the county.

FlexPACE – Elm River Properties

Beach gave a brief recap of the Elm River Properties project and the many infrastructure updates needed. Elm River Properties still is working with its bank, so TCEDC hasn't moved forward yet with the FlexPACE loan. Fire hydrants currently are the holdup, because the existing fire hydrants aren't functional, which can cause confusion when other fire departments respond to a call in the area. The current plan is for the non-functioning hydrants to be removed from the properties in Mayville. Beach will keep the board updated with the progress of this loan.

Executive Director Position

Beach submitted her resignation earlier in the month and noted that she wanted to be respectful to both the TCEDC and county boards in giving them ample time to find a replacement. She noted where ads currently had been placed and said the board has received five applicants thus far.

Chairman Hershey hoped to finalize a hiring committee soon, with interviews planned the week of either July 16 or July 30. Hershey would create a spreadsheet and ensure the resumes are sent to the members of the hiring committee. He said his goal was to have someone in place by the second or third week of August to allow for some overlap before Beach departs.

Hershey encouraged board members to urge potential candidates to apply.

Tax Collection Spreadsheet

Beach included the most recent tax collection spreadsheet and noted that the office is trying to be as frugal as possible, but she's uncertain whether the remainder of the \$24,000 allocation will come in during the final half of the year. She's estimating a \$10,000 to \$14,000 shortfall in tax revenues at the end of the year.

Beach asked if the board wanted to discuss whether to start paying mileage to board members; Hershey suggested that discussion be tabled. Beach also noted that her laptop is no longer functioning, although that was a previously approved expense and she's been holding out as long as possible.

Beach also noted that TCEDC does not need to have a separate tax hearing, but she has requested an appointment with the Trail County Board of Commissioners Tuesday, July 17 from 9:45 to 10 a.m.

Community Updates

- Nysveen – Hillsboro has a new mayor and city commissioner, and the commission met recently for a reorganizational meeting. There were more than 70 pulls in the Summerfest tractor pull in Mayville. The Jordahl housing projects is in the annexation and rezoning steps. Sanford Hillsboro held a job fair in hopes of filling its many job openings. Land for a new housing development is still up in the air; the plan now is to again approach a landowner to see if any options are available. The trick is finding land that's close to existing infrastructure.

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- Geray – 4-H Achievement Days is coming up soon. The Hillsboro School Board has a new member, and parents and guests now will have to buzz in to enter the school during school hours. Hillsboro Days went well.
- Halvorson – Galesburg has a new mayor and a few new city council members. A few homes are for sale, all in a row. The city needs some lots to develop; Beach asked if it's possible that allowing modular homes would help fill the gap in \$80,000 to \$100,000 inventory.
- Gerszewski – Summerfest was very successful, with attendance up across all events. The MayPort Market is open Wednesday nights in Island Park, with youth events around the same time, and Beach noted the MayPort Market received a \$500 grant (TUG will be the fiscal host). The recent Rainbow Gardens event was well attended. Mayville has new city council members, including a new mayor. Construction continues in Riverwood. The recent garden tour was successful and the MayPort Community Club would meet next on July 12.
- Phipps – “What’s old is new again” – the mayor and a few other non-incumbents in Hatton were elected this term, although many of them have served in those positions in the past. Heggy’s Auto Body is coming along and a new house is being built in town. Work is ongoing with the Hatton Community Club apartments; new sidewalks and stoops have been poured. The saga continues with the school bids. Fourth of July festivities were set to kick off July 3, including a picnic, worship at the baseball field, car show, street dance, parade and demo derby.
- Hershey – The Traill County Commission is resubmitting a BUILD grant for the Nielsville bridge. Traill residents have expressed concern with County Road 10 west of Buxton, which potentially could be reverted to gravel. Housing lots still are for sale in Buxton, and BIG’s Buxton Family Fun Day was set for Saturday, June 30 starting at 2 p.m. and ending with fireworks.

Meeting adjourned at 8:14 pm.

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