

Minutes of Meeting
Trail County Economic Development Commission
July 19, 2018
7 p.m. Trail County EDC Office – Hillsboro, N.D.

Board of Directors Present: Ben Hershey, Roxanne Phipps, Rick Halvorson, Gary Nysveen, Paul Geray, Jami Hovet, Larry Young and Scott Hovde. Also present: Melissa Beach – Executive Director, Alyssa Short – Project Coordinator, Cory Erickson – Hillsboro Banner and Jim Johnson – Trail County Tribune.

The meeting was called to order at 7:04 p.m. by Chairman Hershey.

Additions to Agenda

None

Secretary’s Report

Halvorson moved to accept the June 28, 2018 meeting minutes, seconded by Nysveen. Motion carried.

Treasurer’s Report

Beach noted that the security expense indicated on the treasurer’s report was for the panic buttons installed by Stone’s Security. She also mentioned that the June tax collections were down compared to previous years. Young explained that new tax laws resulted in more prepayments of property taxes, resulting in higher tax collections earlier in the year.

Geray moved to accept the June 28, 2018 treasurer’s report, seconded by Hovet. Motion carried.

Short noted the absence of two check numbers from the check sequence for the month due to a printing issue. The check blanks can be used in a future check run.

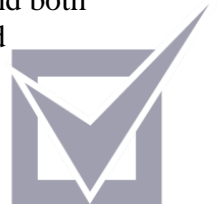
Hovde moved to approve payment of checks as submitted. Young seconded. Motion carried.

Executive Director’s Report

Beach presented the monthly executive director’s report, noting that she presented the preliminary 2019 budget to the Trail County Commission Tuesday, July 17.

She has continued work with an existing Hillsboro client on potential state incentives, including a workforce training program that returns a portion of state income tax paid back to the company. This is a collaboration between Job Service North Dakota and the state’s tax department, and the funds would be administered by the TCEDC office.

Beach presented a plan for two Renaissance Zone projects to the Hillsboro City Commission, and both were approved. This includes a burned-out house in southwest Hillsboro that will be demolished to make way for two new three-bedroom homes. She also continued to work with a developer



on a multi-family housing unit in Hillsboro. The annexation was approved and the deeds between Hillsboro Development and the developer are in progress.

Beach said she recently was asked by a local businessperson whether TCEDC is actively recruiting new businesses at this time. Beach said we're continuing to build relationships but due to numerous businesses in the area currently are hiring, active recruitment is not a good idea.

Beach also presented the TCEDC annual report to the Hatton City Council, assisted Northern Lights Youth Services with a grant review and received notification that an AARP grant submission had been awarded. She also noted that Traill United Group approved a small loan for a small business that is applying for 501c3 status.

Beach said that EDND continues to support statewide incentive programs. She attended an interim taxation committee meeting and has been talking with EDND board members about some of the small-community programs that are really effective. Everyone is encouraged to pass along feedback if they have any because Beach was asked to compile a list of incentives that truly are valuable. Beach will be on the board through the end of August and will be replaced by an economic developer from Cavalier County.

FlexPACE – Elm River Properties

No updates on this project, but Beach will be in touch to confirm the current status.

Hovde suggested the board look at implementing a time limit on TCEDC loan offers in the future, in case interest rates change. He recommended adding this information to the commitment letters in the future and said he could help provide verbiage. The time limit may vary, depending on the individual project. Beach will add this step to the process document for loan discussions.

Housing Update

Beach reiterated the current status of the Hillsboro multi-family housing and Renaissance Zone projects.

Executive Director Hiring Update

Beach said TCEDC received 13 applicants – 11 by the deadline – although a few applications were considered incomplete due to lack of references. Chairman Hershey said the hiring task force has compiled a list of applicants they'd like to interview via conference call, with a potential second round of in-person interviews, hopefully over the course of the next two weeks. The hiring task force consists of Hershey, Hovde, Phipps and Geray.

Interim Taxation Committee Update

Beach referred to the information in her Executive Director's report and update. She said that if anyone has questions or strong feedback on what has worked in their respective communities to please pass along that information. Success stories are important because economic development is on the chopping block throughout the state; hours are being cut for some positions and some counties are trying to share resources, which isn't setting the counties and cities up for success.

Beach also asked if the board has recommendations for what she should focus on for her last month in the position, especially in regard to the strategic plan. Chairman Hershey suggested that Beach's primary priority should be helping to ensure a smooth transition to a new Executive Director. Both Hershey and

Hovde noted that some of the strategic plan priorities could change with a new director, so helping to get that person situated in the position is of higher importance than meeting specific strategic plan deadlines.

Community Updates

- Nysveen – The last lot in the Riverbend Addition was sold, and there’s also interest in a small lot that’s left on Loyal Avenue. There is some opposition to a proposed triplex in northeast Hillsboro because neighbors are worried about parking congestion. A new city auditor has been hired in Hillsboro.
- Geray – The American Legion Central Region Tournament will be hosted by Hillsboro July 24-28.
- Halvorson – There were four homes for sale in Galesburg, but three have been sold – and potentially the fourth. The renovation of the local bar might be finished by this fall. A few homes are scheduled for demolition, which could open some empty lots for new homes to be built.
- Hovet – Mayville State’s new president started July 1. He’s currently living on a local farm, and will relocate to faculty housing until he finds a home in or near Mayville. A new athletic director was hired, and he’s also living in faculty housing while building a home in Riverview. The ground at the football field has been stripped in preparation for the new turf, which is an 8-week project. The turf should be playable by Aug. 24. Comets football and volleyball players report to campus Aug. 3 and 4.
- Phipps – Hatton Eielson School held a groundbreaking ceremony for the school expansion project, including speakers and ceremonial hats and shovels. Some residents are complaining about the impact of construction on parking near the school. Construction continues on Heggy’s, a new home and the Hatton Community Club housing. The July 4 celebration brought big crowds to town.
- Hovde – The elevator work is still in progress. Potential tariffs could cause some interesting situations with beans in North Dakota, although soybean exports currently are higher than usual at this point in the year. There’s a new company Quintessence Nutraceuticals in Portland – something rice based. Reynolds United Co-op is merging with Halstad Elevator Company.
- Hershey – There’s a new home on the market in Buxton and the city still has several lots for sale. Buxton Family Fun Day did not have severe weather or power outages this year, although there was a minor fireworks injury. There’s a shortage of workers in Buxton and the BarN & Grill is closed Saturdays until they can hire a cook. The Buxton Park Board is receiving some playground equipment from UND. The equipment will be transported to the Buxton park in a week or two.

Meeting adjourned at 8:12 pm.

Officer (printed name & office) Signature Date

Recording Secretary (printed name) Signature Date