

Minutes of Meeting
Trail County Economic Development Commission
October 18, 2018
7 p.m. Trail County EDC Office – Hillsboro, N.D.

Board of Directors Present: Ben Hershey, Gary Nysveen, Roxanne Phipps, Alana Gerszewski, Paul Geray, Larry Young, Greg Krieger. Also present: Jim Murphy – Executive Director, Alyssa Short – Project Coordinator, Cole Short – Hillsboro Banner and Jim Johnson – Trail County Tribune.

The meeting was called to order at 7:02 p.m. by Chairman Hershey.

Introductions/Agenda Additions

None.

Secretary's Report

Gerszewski moved to accept the September 20, 2018 board meeting minutes, seconded by Young. Motion carried.

Krieger arrived at 7:10 p.m.

Treasurer's Report

A. Short explained that paychecks still were drawing from the old general account at First & Farmers Bank, while all other checks were printed from the new general account at The Goose River Bank. Some previously uncashed checks were voided in the old account and reissued from the new account, as well. She hopes to be able to close the First & Farmers accounts in November after all checks have cleared, the county's direct deposit is set up and the payroll service is drawing from the new general account.

Nysveen moved to accept the September 20, 2018 treasurer's report, seconded by Phipps. Motion carried.

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

To date tax collection/revenue

Murphy and A. Short reviewed the status of the tax collections for the year and explained it's their goal to not transfer any operating funds at the end of the year.

Executive Director's Report

Murphy noted his ongoing work with existing clients. He also attended a job fair in Grand Forks and has been in touch with Job Service ND to help share job openings.

Murphy and A. Short met with a representative from the Red River Corridor Fund and fielded inquiries about grants and a potential Renaissance Zone project in Hillsboro. Murphy has been continuing to work with a client regarding land expansion options for single-family housing in Hillsboro. He also toured Mayville with a local businessperson to learn more about the community's



successes and challenges and talked to a potential client about Flex PACE opportunities for housing improvements in Mayville.

Murphy has been in contact with several individuals regarding the possibility of bringing natural gas to Trail County and will continue to focus on this project. He's also been working with businesses in Mayville and Hillsboro regarding requests for office and retail space.

Murphy recently was a guest speaker at an entrepreneurship class at Mayville State and met with MSU President Van Horn regarding collaboration opportunities.

TCEDC was notified of a two-year, \$162,000 grant award for Northern Lights Youth Services; TCEDC contributed to the grant-writing efforts over the course of the summer. The office also is working on administering the MayPort Market and AARP grants awarded to Mayville and Buxton, respectively, and is helping the Hillsboro Food Pantry with 501(c)(3) paperwork.

Murphy is investigating potential USDA/Game & Fish funds for developing hunting and fishing opportunities along the Goose River, and attended several other professional, networking and training meetings.

ND PERS Health Insurance

A. Short explained that although TCEDC's retirement checks still would need to be paid separately to ND PERS, it was decided at the state level that TCEDC could continue to be part of Trail County's group health, dental, vision and life insurance plans.

Housing Update

A public hearing for the Hillsboro Jordahl project is scheduled Oct. 29. Murphy will be at the fall EDND conference in Minot, but Geray and Nysveen agreed to attend.

The Muller housing project in Hillsboro is still in early planning stages, and Muller is working with Moore Engineering.

The next phase of the Riverwood Addition in Mayville is in the discussion process. MayPort EDC is ready to move forward with the development of new lots but the Mayville City Council isn't. Gerszewski estimated 11 new homes were built in Riverwood this year.

Budget

Murphy attended a recent Trail County Commission meeting and the 2019 TCEDC budget was passed as written. A. Short entered the 2019 budget in Quickbooks to make for easier tracking on the monthly reports.

Committee Meetings

Murphy plans to send an email to the Marketing committee about an upcoming meeting. Hershey asked if the Marketing committee also could discuss the Shop Local campaign and whether to keep using it as is or refresh it.

Gerszewski sent a message to Phipps recommending some possible replacements for her as Mayville rep on the board; Phipps will send these to Murphy.

Personnel Reviews

Murphy will complete A. Short's annual review as scheduled in December, while Murphy's review will be conducted in February.

Young Professionals Groups

During his Executive Director's report, Murphy opened discussion on the future of the Young Professionals groups and if/how they should continue. Board members agreed the purpose of the groups was a good one, but their management – both financial and event-wise – shouldn't be a responsibility of the TCEDC office.

Gerszewski said she would add the MayPort Young Professionals group as an agenda item at the next MayPort Community Club meeting, and Melissa Beach, former TCEDC executive director, has expressed interest in managing Hillsboro's 40 Below group.

Community Pulse Survey

Murphy also mentioned during his ED report that he's been working on a county/community survey modeled after the New Rockford Area Development organization's recent survey. He'd like board members to come up with any community-specific queries to consider for inclusion.

Community Updates

- Nysveen – Hillsboro had its Main Street Initiative visit. State officials landed at the newly reopened airport, then went on a bus tour of the city – including a tour of Total Ag – before stopping at the Hillsboro Events Center for a public Q&A. Several students were in attendance. There is a public hearing on the Jordahl project scheduled Oct. 29, and Nysveen says he looks forward to moving dirt for the project.
- Phipps – The Hatton Park Board received a N.D. Parks and Recreation matching grant for new park equipment. The school construction project has hit a bit of a slow-down due to the weather.
- Gerszewski – The MayPort Community Club's Winterfest will kick off Dec. 5 with a shop-off, visit from Santa, holiday lights tour, craft show and other activities. Twenty-seven businesses have signed up to participate in Christmas Cash this year, up from 18 last year, with MayPort EDC covering the usual \$75-per-business fee. Gov. Burgum visited Mayville State.
- Geray – Hillsboro has a communitywide day of service scheduled Saturday, followed by the H-CV playoff football game. A fall festival will be held Sunday. The Hillsboro Café now is open Friday nights, and Christmas Cash began with Hillsboro EDC chipping in a 10 percent bonus on each loan.
- Krieger – Harvest is starting up again in the townships.
- Young – The county commission approved the TCEDC budget and also voted to fund repairs to the Climax (Minn.) bridge. The bridge is considered a historical bridge, which makes the project more complicated. The county is working with other area counties to request a three-bridge BUILD grant.
- Hershey – The Buxton Park Board received its AARP grant to install the new-to-them playground equipment from UND. The equipment has been sitting idle for two months because the Dickinson company that can install the equipment has been trying to obtain the installation specs from the equipment manufacturer so the equipment can be installed correctly and safely. There's a lot of harvest traffic in the area. Central Valley Public School received a Blue Ribbon Schools award;

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only three North Dakota schools received this. To celebrate, the elementary school kids went to a pumpkin patch while the high school kids were set to play laser tag. Election Day is Nov. 6.

Meeting adjourned at 8:01 p.m.

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