

Minutes of Meeting
Traill County Economic Development Commission
February 20, 2020 – 7:00 p.m.
Heritage Room, Mayville State University – Mayville, N.D.

Present: Board members: Roxanne Phipps, Kurt Elliott, Scott Hovde, Ben Hershey, Rick Halvorson, David Knudsvig, Sarah Lovas, Gary Nysveen and Dr. Brian Van Horn. Also present: Jim Murphy – Executive Director, Alyssa Short – Project Coordinator, Cole Short – Hillsboro Banner and Jim Johnson – Traill County Tribune.

The meeting was called to order at 7:00 p.m. by Chairperson Phipps.

Additions to Agenda

None

Secretary's Report

Hershey moved to accept the January 16, 2020 meeting minutes, seconded by Halvorson. Motion carried.

Van Horn joined the meeting at 7:05 p.m.

Treasurer's Report

It was noted by A. Short that the \$10,000 transfer to the reserve fund went through backward, so \$20,000 was sent back from the general fund to the reserve fund.

Nysveen moved to accept the January 2020 treasurer's report, seconded by Hovde. Motion carried.

Short also said the Visa bill was higher than usual due to \$1,340.00 in conference and training fees, but that TCEDC had received a \$500 mini grant from EDND to pay for half the cost of the tuition to the Upper Midwest Basic Training Course through IEDC.

Hershey moved to approve payment of checks as submitted, seconded by Knudsvig. Motion carried.

Hershey and Elliott discussed whether the higher-than-usual January tax deposit meant more people had prepaid than usual.

Executive Director's Report

Murphy announced the news that Dakota Natural Gas' board of directors had approved the pipeline to Traill County and the company would start the permitting process ASAP. He gave an update on the job fair and career expo, which welcomed 17 exhibitors, 220 students and 33 non-student job-seekers. He also noted the feedback sheet included in the packet, which showed



nearly all exhibitors indicated they definitely would participate in the event again. TCEDC created materials for the upcoming Sanford Scrubs Camp in Hillsboro, broached the topic of a reverse job fair with Mayville State, attended a N.D. University System information meeting on the Career Builders program and helped Luther

Memorial Home create some marketing materials for employee recruitment.

UpNorth Organics in Buxton is building a new warehouse just west of town. TCEDC received confirmation of a \$10,000 tourism grant for The Clubhouse in Hillsboro, and finalized the Flex PACE loan paperwork for the Hillsboro Body Shop. They're working on the paperwork for 1881 Extraction's PACE loan and worked with a local entrepreneur on a potential commercial land sale in Hillsboro.

Murphy and Short have finalized the plans for the Ben Winchester seminar on Feb. 26 and completed a draft of the 2019 annual report, for which feedback is requested by Feb. 28. Murphy also attended a Local Emergency Planning Committee meeting to discuss how TCEDC can help in case of a spring flooding event, disseminated some AARP grant info to local communities who are working on park projects and spoke with Mayville State's Child Development Program about grant funding for some safety equipment. Murphy also met with Paul Geray regarding a patriotic flag fundraiser project in Hillsboro and the office sent information to the state AARP contact for inclusion in a Department of Commerce presentation.

Natural gas update

See Executive Director's report.

Bill Pay/P-Card

Short presented a handout on the P-Card program, which the county will be using, and said she completed the prerequisite verification steps to ensure the office would be eligible. The card would make tax-free purchases easier in the state and would eliminate some paper checks.

Hershey moved to approve submission of the application paperwork for the P-Card, seconded by Knudsvig. Motion carried.

Hovde mentioned that he thought Bill Pay still is a good option because the P-Card seems like it's more for travel and retail expenses, whereas Bill Pay could be used for rent and other expenses where purchasing cards aren't accepted.

Short will submit the P-Card paperwork and check on Bill Pay processes and requirements.

Rewriting the Rural Narrative – Feb. 26th

Murphy encouraged everyone to attend Ben Winchester's "Rewriting the Rural Narrative" presentation Feb. 26 at Mayville State..

TUG meeting recap

Nysveen, Traill United Group's president, recapped the TUG board meeting that preceded the TCEDC meeting. He said board members, along with Murphy and Short, had developed a plan to hopefully enliven the group, which primarily is used to accept registrations for the job fair and lunch & learn events. He said the group hoped to have at least one new board member and a more defined plan of action within 4-6 weeks.

Job Fair/Career Expo Recap

See the Executive Director's report.

PERS change

Short received information from Traill County Auditor Glenda Haugen that TCEDC might have to split off from the county for insurance and retirement. Short confirmed with the state that TCEDC still is eligible to participate in the retirement program but doesn't have enough staff to participate in the insurance program.

Murphy and Short will meet with Haugen in March to discuss the timing and walk through the info TCEDC received from ND PERS.

Audit Board

Murphy said the 2019 audit had been scheduled for Feb. 24-25, with the state auditors onsite at the courthouse. He wanted to ensure at least one account signer would be available in case bank signatures were needed to verify account balances. Nysveen confirmed he would be available.

Community updates

Elliott – Not much news county-wise.

Hovde – Strand Ready Mix is constructing a new cement plant on the east edge of Mayville. Subway will open at its new location on March 4.

Hershey – Buxton has a new home for sale, and the drainage and road projects are moving forward. AE2S hosted a recent session at the Buxton Cenex to answer questions about the projects. The MayPort Area Ice Dawgs lost their EDC play-in game in Grafton but had its first EDC postseason goals. Culverts in the Buxton area are full of snow and if the snow isn't removed this could cause overland flooding issues come spring.

Halvorson – There are rumors the Galesburg bar could be reopening. Work on the fertilizer plant continues.

Knudsvig – No news from the townships.

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Lovas – The American Crystal Sugar plant quit processing beets Feb. 23.

Nysveen – Representatives from the Hillsboro City Commission had a meeting scheduled with Jordahl Custom Homes Tuesday. Murphy had asked various groups to resend the letters of support they'd previously sent. The first reading of the Riverwalk Addition annexation was held. The Hillsboro Business Association is looking at purchasing a tent for Hillsboro Days. The City of Hillsboro had the former Hillsboro Banner building inspected and apparently no hazardous materials were found.

Van Horn – Tami Such will replace Keith Stenehjem as Vice President of Academic Affairs for Mayville State. Such built up the nursing program at Mayville State and is very innovative. The university also is looking to name a new Vice President of Business Affairs. The theater department is presenting "L'Historie du Soldat" Feb. 22. Both the men's and women's basketball teams are nationally ranked. The new football coach signed 18 students, many of them North Dakota natives. The natural gas news is a huge win for the city and Van Horn thanked TCEDC for being critical in making that project happen. A reverse job fair could be a good thing for Mayville State, especially because many students are looking for part-time jobs. Van Horn said the university has a higher-than-average percentage of high-risk and high-need students.

Phipps – Hatton Eielson School is looking to open an area for residents to fill out the census and the teachers are working to educate people on the process and its importance. The Thunder boys basketball team is ranked No. 3 in the state.

Murphy noted he would be sending a copy of TCEDC's Jordahl support letter to the board via email on Feb. 21. If approved, he would send the letter on to the city representatives.

Meeting adjourned at 8:28 p.m.

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