

**Minutes of Meeting**  
**Trail County Economic Development Commission**  
**December 22, 2022 – 7:00 p.m.**  
**Online via Zoom**

**Present:** Board members: Cassie Braaten, Jami Hovet, Roxanne Phipps, Craig Moen, Ben Hershey, Gary Nysveen, Marshall Erickson, Dave Knudsvig, Dr. Brian Van Horn. Also attending: Vicky Grothmann – incoming board member, Mark Duncan – incoming board member, Jim Murphy – Executive Director, Alyssa Short – Deputy Director, Jim Johnson – Traill County Tribune.

The meeting was called to order at 7:05 p.m. by Chairman Nysveen.

**Introductions – New board member**

Murphy introduced Grothmann and Duncan, who will be joining the board in 2023 as the Hillsboro and Hatton representatives, respectively.

**Secretary’s report**

Hershey moved to accept the Nov. 17, 2022 meeting minutes, seconded by Hovet. Motion carried.

Hershey moved to accept the Dec. 16-17, 2022 email meeting minutes, seconded by Phipps. Motion carried.

**Treasurer’s report/approve checks**

Short noted that the office had received about \$7,200 more in tax revenues than expected for the year. TCEDC paid out quite a few beautification grants in the past month, and more reimbursement requests had just arrived. The office received a reimbursement from the state for travel-related expenses for PIO training, and also received a check from Smith & Abell for the first two months of the company’s Flex PACE loan repayment. All loan balances in the repayment stage are current. Hillsboro EDC was billed for its portion of the Shining Lights interest buydown, but HEDC hasn’t met yet to approve checks. Short said she is expecting to be slammed with tax work and the audit shortly after the start of the new year. Erickson moved to receive and approve the treasurer’s report, seconded by Hovet. Motion carried.

Short noted there were only a few checks this month and some were approved via email last week. Knudsvig moved to approve checks, seconded by Phipps. Motion carried.

**Board officer recommendations**

Knudsvig and Hershey, the nominating committee, recommended Hovet as chair, Knudsvig as vice chair and Erickson as treasurer. Phipps moved to approve the recommended slate of officers, seconded by Moen. Motion carried.



**Check signers**

Short and Murphy recommended Erickson, Grothmann, Braaten and Hovet as check signers for 2023. Hershey moved to approve the recommended list of signers, seconded by Knudsvig. Motion carried.

**Closing of Goose River Bank business savings/Visa account**

Murphy said the office never uses the Visa account so he recommended closing that to minimize the paperwork. He said he'd talked with some board members about the business savings account at The Goose River Bank and why it was implemented (which was at least 12-14 years ago). Short noted the business savings account had a nominal amount in it the past 4-5 years and created a paperwork hassle for everyone, considering its lack of use. Hershey requested two separate motions.

Hershey moved to close the business savings account with The Goose River Bank and move the balance (\$199 and change) to the general fund, seconded by Knudsvig. Motion carried.

Knudsvig moved to close the First State Bank Visa card, seconded by Hershey. Motion carried.

**2023 mileage rate**

Hovet moved to follow the county's 2023 mileage rate, seconded by Hershey. Motion carried.

**Thank you**

Murphy extended a thank you to Nysveen, Phipps and Moen for their service on the board. He noted it was unfortunate we couldn't meet in person due to weather but extended his gratitude for all the work they've done.

Knudsvig and Moen left the meeting at 7:25 p.m.

**Executive director's report**

Murphy said interest in Flex PACE buydowns is on the rise; he's aware of possibly 5-6 pending requests in the next few months. The most obvious correlation is that interest rates are rising, and the net effect of having the community buydown as an option is important for businesses looking to expand or get started. There is currently money coming back into the revolving loan fund, which is doing what it was designed to do. The Flex PACE program will become a more important piece of the puzzle with rising interest rates.

Murphy and Short are working hard on the 2023 Career Expo and Job Fair, which will be held March 22 at the armory in Mayville. They're bringing in some extra partners, including the DPI

and Golden Path Solutions. They have a lot of conversations with local legislators moving into this next session – also discussing issues of importance with their peer group in EDND.

Murphy said he's had conversations with folks on the western edge of county regarding the potential for natural gas in Hatton. The initiative is more of a coalition right now and the project could spread north, as well. He and Short met with an out-of-state tech business and city officials regarding high-tech emergency management equipment. The company is looking at using Trails County and the city of Hillsboro because the severe weather conditions provide good testing variables.

The office continues to work with Job Service ND to help a client with recruiting efforts. They met with a new service business in Hillsboro and toured some known buildings that could be used as a location. They also met with a Minnkota developer about Agassiz Sustainables. Murphy noted an upcoming business ribbon-cutting in Hillsboro in April or May.

The office has been forming a task group to look at outdoor winter activities in the market. A few people are looking to champion cross-country skiing and snowshoeing courses and might map out some potential courses, then look at grant funding to help. Bathrooms are biggest challenge. Murphy said he also talked with a group in Mayville about keeping a landmark recreational facility running.

Murphy and Short completed their annual reviews. They'll also be hosting the regional EDND group in Mayville next month. The attendees will tour Old Main and Murphy said he and Short hope to parlay some of their relationships with these folks to start a letter-writing campaign to support MSU's requested capital investment in Old Main.

#### **Upcoming events update**

March 22 – Career Expo and Job Fair; at least eight schools are coming

Jan. 12 – Community Showcase in Hillsboro at Goose River Brewing

Feb. 28 – Patrick Bertagnolli speaking event in Mayville

#### **New TCEDC board members**

Duncan and Grothmann gave brief introductions about themselves and their backgrounds.

Van Horn joined the meeting at 7:42 p.m.

#### **Annual review updates**

Nysveen said the executive committee met a few weeks ago to go through evaluations and reviews. He said Murphy had a great review and is doing a fantastic job. Some things need a little work, but overall, he recommended that Murphy keep doing what he's doing and we'll keep

going in the right direction. Phipps reiterated that Murphy and Short do a great job and offered to send comments to anyone who was interested.

**Community updates**

- Braaten – Winterfest in Mayville-Portland was a success. She recently looked at the new Nodak Insurance building and it looks awesome.
- Hovet – Roads have been a little tough; she’s happy she lives on a paved county road. Welcomed new board members.
- Duncan – Hatton is working on getting hooked up with rural water and doing away with the water tower. The work been completed up to the city but work remains to be done; pipe is in the ground but not hooked up yet. A building closed in town and it’s in rough shape; it was turned over to the city. The building isn’t really usable so it’ll be torn down. Another building next to the Legion that burned will need to be taken down, as well. Five lots are available northwest of town and the city is looking at establishing a relationship with a builder. Short recommended officials attend the community showcase.
- Hershey – Thanked Nysveen and Phipps for their time on the board. Buxton has been dealing with snow. Christmas tree-lighting was organized by volunteers at the senior center. Buxton plans to be part of the showcase, although the city’s engineering firm sent a photo of Walhalla for use instead of Buxton.
- Grothmann – HBA held its Christmas event downtown. A lot of community members are part of a group looking at renovating or building a school. Has heard about the Degelman expansion and the two houses in the new development in Hillsboro. The price of a new school is really high; the district is having a special election to increase the debt limit this year.
- Nysveen – Working hard to get information together for a public meeting about the new school project in February. Was stuck at home for a week with snowed-in roads before he was able to get out.
- Van Horn – The legislative session starts after the holidays and MSU is ready to go with building projects. Echoed thanks to Nysveen and Phipps for support and friendship.

Van Horn moved to adjourn the meeting. Meeting adjourned at 7:58 p.m.

---

Officer (printed name & office)      Signature      Date

---

Recording Secretary (printed name)      Signature      Date