

Minutes of Meeting
Trail County Economic Development Commission
April 25, 2023 – 7:00 p.m.
TCEDC Conference Room, Hillsboro, N.D. and online via Zoom

Present: Board members: Vicky Grothmann, AJ Andresen, Dustin Olson, Cassie Braaten, Marshall Erickson, Jami Hovet, Dr. Brian Van Horn, Mark Duncan and David Knudsvig. Also present: Jim Murphy – TCEDC Executive Director, Alyssa Short – TCEDC Deputy Director, Jim Johnson – Traill County Tribune and Cole Short – Hillsboro Banner.

The meeting was called to order at 7:05 p.m. by Chair Hovet.

Agenda additions

None

Secretary’s report

Van Horn moved to accept the March 16, 2023 meeting minutes, seconded by Olson. Motion carried.

Treasurer’s report/approve checks

Short said she included the additional previous year comparison P&L report to the treasurer’s report. Erickson requested removing the previous months summary P&L from future reports, keeping the previous year comparison P&L and adding the previous month YTD comparison report. Short said the monthly payments included some of the New Jobs Training pass-through amounts from Job Service to Degelman and Traill United Group, as well as the annual insurance premium, and that all customers were current on their outstanding balances except for Hatton Community Club (to be discussed later) and Hillsboro EDC, which had just met to approve bills. Erickson moved to accept the treasurer’s report, seconded by Andresen. Motion carried.

Short said the month’s checks include the annual 1881 Extraction installation for Bank of North Dakota from the reserve fund. The general fund checks are standard except for a security licensing fee from Remark. Grothmann moved to approve checks, seconded by Braaten. Motion carried.

Executive Director’s report

Murphy thanked everyone on the board who showed up to help with the job fair. It was a fantastic event and the golden tickets resulted in an opt-in list of prospects for the exhibitors. He and Short talked to Anchor Ingredients about employee recruitment. They’re also involved with Agassiz Regional Council regarding a transportation study and are providing feedback and suggesting employers whom Agassiz should contact.



They met with county tax director Kayla Knudson about updating township ordinances and Murphy attended the township officers' meeting to discuss this and other topics. He noted that some ordinances haven't been updated since the 1970s. Murphy and Short worked on a few loans that will be discussed, spoke with an Ada business about potentially buying a Mayville business and also met with a Cummings business about its status.

Murphy said he and Short attended a fantastic legislative social in Bismarck, where they talked to a lot of people about Trail County's needs, especially the Old Main project. They met with Christopher Strand from the Hatton Park Board regarding potential facilities updates. They also met with Mayville's Riverwood Phase II committee and a business development contact from Fargo. They also worked on a lot of emergency management tasks.

Career Expo recap

Already discussed.

New TUG members

Andresen and Hovet volunteered to join the board in place of Roxanne Phipps and Kurt Elliott. Murphy will schedule a meeting of new board members soon.

Housing update

Murphy spoke with Rob Jordahl and scheduled a meeting with some members of Hillsboro EDC about potential incentives. Murphy declined to reveal details but said the talk with Jordahl was positive. He also declined to speculate on Riverwood Phase II but conversations are ongoing.

Hillsboro Inn Flex PACE loan request (action required)

Hovet said the business assistance committee met about this request and the next.

The owners of the Hillsboro Inn, who are the same as those that bought the former Dakota Heritage Bank building, have been putting a lot of money into renovating the Hillsboro Inn. They're requesting a Flex PACE interest buydown with The Goose River Bank as the local lender.

Erickson recapped the loan request, stating that the total community buydown amount is about \$35,000, to be split with Hillsboro EDC. Erickson made a motion of a Flex PACE interest buydown loan of up to \$18,000 (after HEDC's 50 percent share) on a five-year term. The interest rate would be prime plus 1, adjusted annually on the anniversary date of the loan. Repayment would be due within 12 months with no penalty for early repayment. Knudsvig seconded the motion. Motion carried.

Hatton Community Club loan repayment terms adjustment (action required)

Hatton Community Club initially borrowed approximately \$3,500 from TCEDC in 2018. With interest, the total due is around \$4,300. They would greatly appreciate a change in their repayment terms, which currently state the funds will be repaid in six months, and requested to start payments in June rather than April. This will help ensure that they're not forced to raise rents as the new property management group takes care of some unanticipated expenses. Knudsvig asked about a penalty for late payments, and Van Horn questioned what happens if they ask for another extension.

Olson made a motion to change the repayment terms from six months to 12 months, starting June 1, with no additional interest to accrue, seconded by Erickson.

Van Horn made an amendment to assess a penalty of \$100 if payment isn't received by the 10th of the following month, seconded by Knudsvig. Andresen asked for clarification that the fee would be continued to be assessed through the end of the term. The amendment carried, as did the amended main motion.

Van Horn requested an update on Hatton Community Club's payment status each month. Grothmann asked if the loan paperwork can include a late fee caveat going forward. Murphy said TCEDC doesn't want to be a traditional bank but understands the board's viewpoint.

Ashley Jayne's Daycare grant request

Ashley Jayne's Daycare submitted a request of \$1,000 of the remaining \$1,500 left in the 2022 child care grant pool to fill two additional spots. The grant would be paid with \$500 this year and the second \$500 in one year if the increased enrollment is maintained. After some discussion about the relationship of the purchases to increased enrollment, Andresen made a motion to approve the \$1,000 grant, seconded by Duncan. Motion carried.

Community updates

Van Horn – There's a lot going on with the legislative sessions. Mayville State has a big ask for Old Main, which has to go to the full House and Senate, and then be approved by the governor. The Comets hired a new men's basketball coach, Brandon MacGruber. MSU students are interested in summer road crew work for the county.

Erickson – Was elected treasurer for Blanchard Township. The state approved emergency snow removal funds for townships.

Braaten – Mayville is getting a new food truck.

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Olson – Hasn't seen daylight in Portland in a while due to tax season. Just returned from the international DECA conference in Orlando, where 12 of MSU's 18 students made it to finals in their events.

Andresen – Everyone is waiting for farmers to get into the fields.

Grothmann – Hillsboro Public Schools' debt limit election passed. The next process is to send surveys to the community to decide how they want the future facility investments to go. Some spring sports have started. Hillsboro Public Schools needs a transportation/buildings and grounds supervisor due to a retirement.

Duncan – Toured Jimmy's Pizza in Hatton and was really impressed. They have full employment right now but have had to hire some temps in the past. Hatton's water tower will come down this summer. Residents will have full water pressure and be able to take better showers. Two buildings that were supposed to come down might have to wait until fall now. The beautification committee will try to make that place look nice.

Knudsvig – Central Valley School also is looking for a bus maintenance person and driver. Read in the Banner that if you want a road worked on, just get it on the county ballot. Central Valley hired a new English teacher – a Hillsboro native who lives in Portland.

Hovet – Kudos to TCEDC for the career expo and thanks to those who came in. More energy and good conversations at this year's event. Café in Hillsboro is doing a Mother's Day brunch.

Erickson moved to adjourn the meeting. Meeting adjourned at 8:22 p.m.

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