

Minutes of Meeting
Trail County Economic Development Commission
June 15, 2023 – 7:00 p.m.
The Goose River Bank, Mayville, N.D.

The meeting was preceded by a 6:15 p.m. tour of Nodak Insurance in Mayville.

Present: Board members: Dr. Brian Van Horn, Mark Duncan, David Knudsvig, Larry Young, Dustin Olson, Cassie Braaten, Vicky Grothmann, Marshall Erickson and Ben Hershey. Also present: Jim Murphy – TCEDC Executive Director, Alyssa Short – TCEDC Deputy Director and Cole Short – Hillsboro Banner.

The meeting was called to order at 7 p.m. by Vice Chair Knudsvig.

Agenda additions

None

Secretary’s report

Hershey moved to accept the May 23, 2023 meeting minutes, seconded by Young. Motion carried.

Treasurer’s report/approve checks

Short noted that Hatton Community Club paid its loan payment well in advance of the due date. She said that atypical expenses from the month included some IEDC training fees for she and Murphy, as well as a Quickbooks annual fee to keep from having to move to the online version, which wouldn’t migrate the existing payroll data. Duncan moved to accept the treasurer’s report, seconded by Hershey. Motion carried.

Short said the month’s checks for approval included the P-card expenses for the aforementioned training and Quickbooks, but that there was only one paper check to sign this month. Young moved to approve checks, seconded by Hershey. Motion carried.

Executive Director’s report

Murphy noted that recent federal labor department statistics show there were only 96 unemployed people in Traill County. He and Short spoke with a county commissioner about employee retention and recruitment for the county. Murphy noted there are new grants being offered for workforce-related issues, including tourism – essentially for livability and placemaking to make communities that are more attractive to workers.

Murphy had discussions with bank regarding loan for a Mayville entrepreneur. On that same kind of note, Murphy recapped the tour of Nodak Insurance and said that a minimal amount of



community funding – about \$7,000 between MayPort EDC and TCEDC – went into the buydown, which saved around \$51,000 for our client. Murphy said this is the ultimate type of win.

Murphy said he met with a regional housing expert, Lisa Rotvold, who has been with several different organizations. He spoke with her about Community Development Block loans and grants or workforce housing, which are administered through the local regional councils. He also spoke with a Hillsboro bank about a buydown on another housing project. He also had several meetings about LOIS (LocationOne), a site selection tool for which Agassiz Regional Council purchased a region-wide license. The TCEDC staff spoke with an entrepreneur about a business idea in Hillsboro, and have been working hard to invite people to Degelman’s open house and raise awareness of the company. Everyone is invited June 29 from 3 to 8 p.m.

Trall County decided to move forward with CivicPlus for its new website platform. TCEDC will continue to assist the county but the platform will help offload some of the administrative responsibility from the TCEDC office. They made various updates to the county site and helped Steele County with Facebook posts, including Sheriff Beckman’s recent honor.

Update of TCEDC website

With Trall County going in the CivicPlus direction, which is a six-month process, TCEDC has the opportunity to refresh its website. There are a lot of pros to the opportunity, including:

- The marketing committee already set aside funds to refresh the main page of the website and create a site selection area, at the cost of approximately \$5,000. This would be a complete web redesign for approximately \$3,700.
- TCEDC could retain its own look and feel – and its existing URL – but take advantage of updated tools making the site more dynamic and customizable.
- CivicPlus has better usability, support and ease of maintenance. They also would migrate the existing information TCEDC chooses to move over.

Short noted that a new TCEDC site could cost upward of \$30,000, and this would essentially be a new site for \$3,700 – with another refresh in four years at no cost.

There aren’t a lot of cons, except that the annual maintenance fee likely would be higher. TCEDC’s own annual charge would be similar to its current charges (around \$1,200) but Short would expect TCEDC to take on a portion of the county’s annual maintenance fee, as well.

Erickson made a motion to move to a department header site with CivicPlus, second by Braaten. Motion carried.

CD maturing & renewing

Murphy said one of the CDs was auto-renewing but he negotiated new terms, so TCEDC would need signature. Paperwork wasn't done quite yet but we'll have to have everyone sign.

Preliminary budgeting

Murphy submitted the preliminary budget for 2024, roughly in tune with what Trail County Auditor Haugen recommended.

Property tax clearance (Trail County Tax Equalization Office) for future grants and loans

Short said that Haugen asked if TCEDC requires this clearance for grants and loans. This wasn't due to any problems, but because she was going through the tax foreclosure list and didn't know if any of the businesses were receiving assistance from TCEDC. This clearance is required by the state for various incentives and also by the county for different types of permits.

Young made a motion to incorporate the property tax clearance record as part of the TCECD's business assistance and loan paperwork, seconded by Hershey. Motion carried.

Tentative mayor/auditor summit August 2023

TCEDC is once again working on organizing a mayors' summit in August. Last year's was held Aug. 11 and this year the office is looking at Aug. 10. The overwhelming feedback after last year's summit was to have this again and also invite the city auditors.

Community updates:

- Young – Work continues on a bunch of bridges right now. CR1 paving continues near Galesburg. On July 14-15, Mayville is hosting the state veterans convention and will get about 150 Vietnam vets in Mayville.
- Olson – Mayville-Portland is hosting Summerfest next weekend.
- Braaten – Summerfest events start next Wednesday and run through Saturday. Many events will be held in Portland due to streets being blocked off in Mayville. In other news, Smoke Eaters now has food, liquor, charitable gaming and blackjack.
- Grothmann – Hillsboro Public Schools received the school survey responses, and the majority of respondents supported some sort of school update, although the board is looking at shrinking budget a bit. A career and technical education building is the highest priority. Housing is an issue; two incoming teachers need a place to live. Hillsboro Days starts tonight.
- Erickson – A new barber shop is open Tuesday through Saturday in Mayville.
- Hershey – Buxton Improvement Group family fun day is July 15. The new generator for lift station for the city is in Waslien Electric in Hillsboro; the city is using Prairie Dog funds to help pay for it. The Buxton Park Board thanks TCEDC for the public spaces grant to replace the basketball court in town. The plan is for the court to be ripped up and

Trails County EDC – June 15, 2023 Meeting Minutes

repaired by the end of the month, and they're also putting in inserts to play pickleball. The Buxton Fire Department is replacing its roof in a few weeks. The building is one of the main community spaces in town. The Ice Dawgs hired a new coach.

- Van Horn – The Shrine Bowl will be held at Mayville State next Saturday. Events include two games (11-man at 4 p.m. and 9-man at 7 p.m.) and a parade and could bring 3,000 to 4,000 people to Trails County that day. This past week 250 girls were on campus for a basketball camp, with their families visiting, as well. The biggest issue in the county right now is housing, especially affordable housing. (Especially more affordable rental housing, like under \$1,000 per month.)
- Duncan – Hatton is water hooked up to rural water and the water tower was taken down – at a cost of \$98,000 for one day's work. The Hatton beautification group is having live music one day a month. Hatton Eielson School received new equipment from a grant. The park board is looking at doing something with the basketball/tennis court, probably next year. The annual July 4 celebration is coming up.
- Knudsvig – Townships are getting gravel on roads and still are waiting to see if they get disaster money.

Erickson made a motion to adjourn the meeting. Meeting adjourned at 8 p.m.

Officer (printed name & office)	Signature	Date
---------------------------------	-----------	------

Recording Secretary (printed name)	Signature	Date
------------------------------------	-----------	------