

Minutes of Meeting
Trail County Economic Development Commission
December 21, 2023 – 7:00 p.m.
TCEDC Conference Room – Hillsboro, N.D./Conference call via Zoom

Present: Board members: Mark Duncan, Judd Wilson, Jami Hovet, Cassie Braaten, Vicky Grothmann, Marshall Erickson, AJ Andresen, Ben Hershey and Dustin Olson. Also in attendance: Jim Murphy – TCEDC Executive Director and Alyssa Short – TCEDC Deputy Director.

The meeting was called to order at 7:06 p.m. by Board Chair Hovet.

Secretary’s report

Duncan moved to accept the November 16, 2023 meeting minutes, seconded by Wilson. Motion carried.

Erickson moved to accept the November 2023 email meeting minutes, seconded by Wilson. Motion carried.

Treasurer’s report/approve checks

Short said the office has been trying to close out grant paperwork from 2022 and 2023. There was a question about the McGough balance due (the company helped sponsor the community showcase). Hershey moved to accept the treasurer’s report, seconded by Wilson. Murphy noted tax collections were about \$5,000 more than the anticipated allotment. Motion carried.

Short said there was nothing out of the ordinary with the checks. Wilson moved to approve checks, seconded by Braaten. Motion carried.

Executive Director’s report

Murphy noted the following:

- He and Short have been working on some pretty interesting rural workforce housing grants and helping Hatton, Mayville-Portland and Hillsboro on their grant applications.
- They’ve also met with several builders and held the community showcase at Goose River Brewing on Dec. 14.
- The job fair and career expo will be held in March and will be held at Mayville State this year.
- La Cantina closing in Mayville is a big deal.
- Commerce announced changes to the New Jobs Training program; essentially, the program is going away due to the near-elimination of the state’s income tax.



- The community showcase was a great event; we have a list of builders and others who couldn't attend but requested more info.
- The office is working with a Buxton business on a possible Flex PACE loan, in addition to grants and other incentives.
- Murphy worked with a Reynolds entity applying for an APUC grant.
- Murphy said he's waiting a month to review stats for "Hot on the Trall" and knows the office needs to do more marketing.
- Murphy and Short had an interview with the Grand Forks Herald regarding the impact of natural gas in Trall County and the possibility for expansion to Hatton. Murphy had supplied testimony in the legislative session to help enable the buildout in Northwood in Larimore, which helps bolster the case for Hatton.
- Helped research a USDA energy grant for a Mayville property owner.
- Hosted an angel tree giving project fundraiser for county employees that raised \$711.

"Hot on the Trall" campaign update

As stated above, Murphy said he knows the office needs to ramp up its marketing and plans to order window clings, table tents and other peripherals.

Updates on website conversion

Murphy gave a quick update on the status of the county/TCEDC website updates and said it would be great to get everything refreshed.

Officer nominations

Knudsvig and Hershey, members of the nominating committee, recommended the 2024 slate continuing with the current board positions from 2023. Hovet asked for any questions or other nominations and heard none. Wilson moved to approve the current slate of officers to continue serving in their roles for 2024, seconded by Braaten. Motion carried. Murphy said any organization that has a volunteer board such as this would be proud and feel well represented.

Employee review update

Hovet said the executive committee met the prior evening to conduct Murphy's review. Both Murphy's and Short's evaluations are submitted as part of that process. There were a few minor adjustments. There were a few minor differences between Murphy's/Short's evaluations and the committee's evaluations. Overall, Hovet said Murphy and Short do a great job for the county. Some of the issues that were identified aren't reflective of Murphy but are more circumstantial, and the main area for improvement was in the area of overcommitment to projects that take Murphy and Short away from other TCEDC-specific tasks. Marshall reiterated Hovet's praise of Murphy and they congratulated him on his developer of the year award.

1881 loan status

Murphy has talked to 1881's primaries and they intend to repay Bank of North Dakota for the Flex PACE loan before the end of the calendar year, and then TCEDC. TCEDC won't be responsible for any future payments to BND and everyone is communicating.

Committee assignments for January

Contact Hovet if you have any specific requests. If any loan requests arise in the interim, last year's committee assignments will be honored if a business assistance committee meeting is needed before the regular January board meeting.

Check signers for 2024

No check signers are leaving the board for 2024, so check signers will remain as is (Hovet, Erickson, Grothmann and Braaten).

Mileage rate

Hershey moved to follow the rate Trail County approves for 2024, seconded by Duncan. Motion carried.

Community updates

- Braaten – La Cantina closed in Mayville. Tami Parker is opening her physical therapy business in downtown Mayville. Fore Seasons golf opened recently. Winterfest went well despite questionable weather.
- Grothmann – The city of Hillsboro is increasing its garbage rate. Trail County hired a new veterans service officer. The Hillsboro School District is hoping to hire a new superintendent. Mayville recently started a junior fire department.
- Erickson – Not much in Clifford, but the MayPort Community Club's lights look great in Mayville.
- Andresen – Gave an update on how Valley United Co-op is helping local communities.
- Hershey – The old hardware store in Buxton has structural issues and it's not viable to save the building. The city is in the midst of negotiations with the landowner because the city would prefer to buy the building versus going through the process of condemnation. The city also is looking at adding a lighted sign similar to the one in Climax, Minn. The city also is adding more trees along the northeast side of town. A local business owner is potentially interested in donating. The Mayville youth center held its annual raffle and raised a lot of money, which helps with a variety of sporting events.
- Wilson – Mentioned a Clifford Farmers Elevator drain project.
- Olson – Would love to have Mayville State's DECA kids help get the word out for the job fair/career expo.

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- Duncan – Hatton EDC recently held a couple meetings and developed a good working group for the rural workforce housing grant. There were two vacant buildings downtown and now there are a few empty lots, which actually looks nicer.
- Hovet – Buffalo Coulee Wood Products is up and running again.

Hovet noted no motion to adjourn was required if the adjournment was listed on the agenda.
Meeting adjourned at 8:06 p.m.

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