

**Tri County Economic Development District
TEDD/RTPO Board of Directors
Hybrid Meeting**

Wednesday, September 27, 2023

1. Call to Order & Introductions

Tri County Economic Development District (TEDD) Chair, Robert Rosencrantz, called the meeting to order at 1:00 p.m. Introductions were conducted.

TEDD/RTPO Board Members

Robert Rosencrantz – Pend Oreille County	Greg McCunn – City of Chewelah
Robert Dean – Ferry County	Dan Fagerlie, Ferry County PUD
Greg Young – Stevens County	James Best – Spokane Tribe
Dave Rick – Pend Oreille PUD	Chris Loggers – City of Colville
Debra Hansen - WSU Stevens County Extension	Rod Van Alyne – Workforce Development
Doug Kyle – Colville Chamber of Commerce	Rosemary Shaw – Colville Together
Josh White – Colville National Forest	Matt Schanz – NE Tri County Health District
Bryan Raines – Rural Resources	Leslie Valz – Stevens County Treasurer
Darrel Hawes – Stevens PUD	Eric Blackburn – WorkSource Colville
Kathryn Hoogheem – WSU Stevens County Extension	

GUESTS

Adenea Sellars – Stevens County Emergency Management Selkirk Sun	Lauren Breynaert – Myno Carbon
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TEDD STAFF

Jeff Koffel, Executive Director	Debbie Roberts, Office Manager
Frank Metlow, Deputy Exec Director/Planning Director	Brandon Hansen, Economic Development Specialist
Shelly Stevens, Marketing & Tourism Developer	Trish Aust, Loan Officer/Deputy Finance Manager
Carrie Paetsch, Finance Manager	

2. Consent Agenda

- Approval of Agenda
- Approval of August 23, 2023 Meeting Minutes
- Approval of General Fund & Loan Fund Expenditures & Transfers – August 2023

AUGUST 2023

General Fund – Claims Payable: Voucher Numbers: 101401-101406; 1010148;101049-101059;;101508 in the amount of **\$17,950.46** AND Benefits in the amount of **\$9,425.45** AND Payroll in the amount of **\$29,383.85** for a monthly total of **\$56,759.76**.

TEDD Loan Fund – Claims Payable: **\$0.00**.

TC EDC Loan Fund – Electronic Funds Transfer – August 2023 RMAP Payment in the amount of **\$2,290.80** for a monthly total of **\$2,290.80**.

Dan Fagerlie made a motion to approve the Consent Agenda. Robert Dean seconded the motion. The motion carried.

- 3. Presentation** – Lauren Breynaert, Public Affairs Director, Myno Carbon gave an overall description of the biochar carbon removal process and indicated that they would be building their facility adjacent to and integrated with Avista’s Kettle Falls generating station. Besides Myno Carbon production of carbon negative materials Avista is expected to generate 18 megawatts of renewable electricity. Myno Carbon plans to build 6 more plants by 2030. An engaging Q&A discussion followed.

4. Executive Director’s Report – Jeff Koffel

Big news this month is we were informed that we received the Aliceann Wohlbruck Impact Award from the National Association of Development Organizations, thanks to Debra Hansen’s help. They awarded 108 projects from 71 organizations across 28 states, we were one of two in Washington, that was for our

broadband work, not just the most recent work but going back to helping with the formation of the Stevens County BAT.

Jeff met with the Port of Pend Oreille, they are board members and have not been active for several years, and gave a rundown on the scope of what TEDD does. We will be partnering with them on the Economic Recovery Corps Fellowship.

Jeff discussed the development of a marketing plan that will be tailored in behind the new regional brand development among the different organizations: 49 Degrees North, Chewelah Golf Course, and the Mistique Casino Hotel.

Jeff updated on facilities maintenance items: renegotiated contract with Pro Clean, the annual backflow testing required by the city was done, and the five year sprinkler test was completed.

We met with North Central Washington Economic Development District, our counterparts to the west, discussing the expansion of the loan fund into those three counties. They are ready to roll out the Business Launch Competition at their Supernova program on October 7th. They will do prescreening to save Trish a little bit of work.

Jeff and Brandon attended the ADO Best Practices meeting yesterday.

Jeff and Brandon will be attending the IACC in Wenatchee in October.

TEDD is partnering with the Friends of the Republic Library for a tech team that they're doing. They want to build a new library, City Hall, and community hall. Debra recommended we look to the city of Maupin, Oregon, a small town of about 400 people, for a model. They built a combination library, City Hall and community center about three years ago.

Following up our conversation with Doctor Patrick Jones from Northeast Washington Trends, Jeff will be asking you for money on his behalf during budget season.

Jeff will meet with Stevens County on the 19th of October to discuss budget, and hopes to have the TEDD budget committee meeting around the beginning of November to finalize that budget in order to bring it to this board at the December meeting.

5. Staff Reports

Deputy Executive Director / Planning Director – Frank Metlow

SS4A (Safe Streets For All) - SCJ Alliance was selected to do the safety action plan for the region. Jeff and Frank will have the first meeting with the SCJ Alliance tomorrow morning. We expect that they will take the rest of this year and all of next year to complete the safety action plan. During which time Frank will pursue as many potential grants as possible during that time. Frank will also be putting out an introductory email to the SCJ person who is going to be leading this.

EV (Electric Vehicle) Working Group - met this morning and reviewed the Washington State EV infrastructure plan calendar as kind of an example of how long is EV infrastructure planning is going to take. Their plan is five years long. Frank is working in collaboration with WSDOT to have them make a presentation in front of the EV Working group and to the RTPO / TEDD Board.

TIP Projects must be in SAW (State of Washington database) no later than Oct 19th. An email reminder was sent to everyone on TAC and on the TEDD Board.

The \$50k grant awarded from WSDOT is with their grant office. Once the grant agreement is finalized, we will start the Title VI rework.

We are in the contracting phase with WSBO (Washington State Broadband Office, for the Central Stevens County project.

We are waiting to hear back on our Community Connect grant for the South County project and continuing to work with NoaNet and prepare for the BEAD (Broadband Equity, Access, and Deployment) funding.

We made it to phase three of four with the ERC Fellowship and were asked to combine with the Port of Pend Oreille. A 30 month work plan and position description was submitted. We are looking for someone with project management experience to assist with our broadband projects. The Port of Pend Oreille was looking for a fellow to do project management as well to help them expand their locomotive reconditioning programs.

Finance Manager – Carrie Paetsch

The 2021 annual report has been filed. Next goal is to file 2022 by December 31, and then start 2023.

Carrie has attended several training courses with the state Auditor’s Office, and just returned from the Washington State Finance Officers Association.

Loan Officer – Trish Aust

Trish brought one loan from Stevens County to the loan committee last week which requires more information before a decision can be made.

Three loans, possibly, from Stevens County to take to loan committee in October.

Regional Marketing & Tourism – Shelly Stevens

Shelly provided a September 2023 Marketing Report and a brief of that report. Copies distributed.

Economic Development Specialist – Brandon Hansen

Brandon provided a September 2023 Regional Economic Development Report and a brief of that report. Copies distributed.

6. Old Business

Jeff reported that the Public Records Request received last month occupied about 35 staff hours, just shy a ream of paper and was finished up this week and will be mailed tomorrow. It was an interesting exercise as the request was for a 10 year look back. Jeff noted that if any of the board members would like to look at it, feel free to stay after.

7. New Business – No New Business

8. Updates from Board Members and Guests

Members and guests gave updates of individual interests.

9. Adjournment

As there was no further business the meeting was adjourned at 3:08 pm.

The next TEDD Board meeting was verified for October 25, 2023 at 1:00 p.m.

Respectfully Submitted: Debbie Roberts, Office Manager


Robert Rosencrantz, TEDD Board Chairman

ATTEST:


Greg Young, TEDD Board Secretary