

Minutes

Executive Board

South Eastern Council of Governments

December 7, 2005 Proceedings

Rich Knobe, Chairman

Present:

Larry Beesley, City of Brandon
Mike Broderick, Legislator (Via Conference Call)
Vernon Brown, Sioux Falls City Council (In at 7:35 p.m.)
Mark Kasten, 2nd & 3rd Class Municipal Rep: Turner
De Knudson, City of Sioux Falls
Anne Hajek, Minnehaha County Commissioner
Luverne Langerock, Turner County Commissioner
John Prescott, Mayor's Appointment City of Vermillion
Kevin Smith, Mayor's Appointment City of Sioux Falls
Dennis Weeldreyer, Lincoln County Commissioner
Ralph Westergard, Clay County Commissioner

Absent:

Tom Dempster, Legislator
Marc Dick, McCook County Commissioner
Jeff Eckhoff, 2nd & 3rd Class Municipal Rep: Minnehaha
Mike Kroger, Legislator
John Lawler, 2nd & 3rd Class Municipal Rep: Lincoln
Darwin Miiller, 2nd & 3rd Class Municipal Rep: McCook
BJ Nesselhuf, Legislator
Bruce Odson, 2nd & 3rd Class Municipal Rep: Clay/Union
Richard Spaans, Union County Commissioner
Keri Weems, Legislator

Staff Present:

Disa Henning
Lynne Keller
Brenda Wyland

Others Present:

Tim Kromminga
DeVee Dykstra
Bill Hansen

At 7:15 with no quorum present, Vice-Chair Langerock called the meeting together as a committee as a whole to review items not needing official action.

1) Other Business:

- a) EDA Update – Lynne Keller thanked all of those that sent letters to EDA opposing the interim rules. Keller stated that numerous letters were sent by SECOG's members, statewide entities, and the SD Congressional Delegation. Through these efforts and the efforts of NADO, a majority of the rules that were detrimental to SECOG had been mitigated. One major change SECOG will need to address in 2006 will be changing the make-up of its board to meet the minimum requirement of have 35% of the board members representing private industry. This change will require a new Joint Cooperative Agreement.
- b) Eide Bailly – Eide Bailly has been engaged by SECOG to perform its audit for numerous years. There was a disagreement with the final billing between the estimate provided and the amount actually billed. The Operation Committee requested a representative from Eide Bailly to attend the meeting to discuss the additional charges. Edie Bailly declined the invitation to attend the meeting to discuss this with SECOG's Board. No action was taken at this time.

Chairman Knobe entered the meeting at 7:25 and chaired the balance of the meeting.

- 2) **South Eastern Development Foundation Annual Update:** Lynne introduced Tim Kromminga, President, and DeVee Dykstra, Director, of the South Eastern Development Foundation Board. Tim updated the SECOG Board on what had transpired throughout the year with the Foundation's revolving loan funds that SECOG provides staffing for.

Vernon Brown entered the meeting at 7:35.

Lynne Keller called Mike Broderick and placed him on a speaker phone in order to have a quorum.

- 3) **Approval of September 28, 2005 Minutes:** Larry Beesley made a motion to approve the September 28, 2005, minutes. Anne Hajek seconded. Motion passed unanimously.
- 4) **Financial Statements as of October 31, 2005 :** De Knudson made a motion to approve the Financial Statements and was seconded by Dennis Weeldreyer. Motion passed unanimously.

- 5) **2006 Unified Planning Work Program Agreement:** Lynne Keller presented the 2006 Unified Planning Work Program (UPWP) budget to the Board. The UPWP is the document which describes the annual objectives, work activities and products and planning research studies to be accomplished by the participants of the Sioux Falls Metropolitan Transportation Planning process. Each year, the South Eastern Council of Governments enters into a contract with the South Dakota Department of Transportation (SDDOT) for the purpose of distributing federal planning dollars (PL funds) to the participating local entities (City of Sioux Falls, Lincoln County and Minnehaha County). Keller requested the Board to authorize Rick Knobe, SECOG's Chair, to sign contracts between SDDOT and SECOG and between SECOG and the participating local entities to further the transportation planning process in the Sioux Falls Metropolitan Planning Organization (MPO) region. Mike Broderick made a motion to authorize Rick Knobe to sign the contracts between SDDOT and SECOG and between SECOG and the participating local entities and was seconded by Luverne Langerock. Motion passed unanimously.
- 6) **Operations Committee – Lynne Keller Operations Committee:**
- a) **2006 Revolving Loan Fund Technical Services Agreement.** This is the annual agreement between SECOG and the South Eastern Development Foundation (SEDF) for SECOG to administer SEDF's Revolving Loan Funds. The contract was increased by 2.6% from \$55,000 in 2005 to \$56,430 in 2006. The 2.6% increase is consistent with the 2006 dues increase to SECOG's membership. Anne Hajek made a motion to approve the contract and was seconded by John Prescott. Motion passed unanimously.
- b) **Declaring 1996 Lumina Surplus/Authoring Purchase of New Car.** The 1996 Lumina has 161,000 miles and has started to need repairs. Operations Committee recommends offering it for sale and purchasing a new car. Ford in Sioux Falls would sell us a new Taurus for State bid price. Mike Broderick moved to sell the Lumina and to purchase the Taurus. Ralph Westergaard seconded. Motion passed unanimously.
- c) **Pay Plan Revision.** Operation Committee is requesting approval or disapproval of addition of Economic Development Director and an Economic Development Specialist job description to the SECOG pay plan. Because of the work load that SECOG has taken on with the diversification of SECOG's mission the Operations Committee recommends the creation of these job descriptions. Vernon Brown made a motion to approve and was seconded by De Knudson. Motion passed unanimously.
- d) **Employee Performance Reviews – Executive Session.** Mark Kasten made a motion to go into Executive Session and was seconded by Anne Hajek. Motion passed unanimously. Out of Executive Session. Anne Hajek made a motion to approve Lynne Keller's recommendations and was seconded by Larry Beesley. Motion passed unanimously. Vernon Brown made a motion to approve the Executive Director's increase and was seconded by Anne Hajek. Motion passed unanimously.
- 5) **Appointment of Nominating Committee for 2006 Officers (3 members) – Rick Knobe:** Rick Knobe appointed himself, Mike Broderick and Anne Hajek to the nominating committee. Rick Knobe informed the Board that he will be retiring from the Chairmanship of the Board.
- 6) **South Eastern Development Corporation.**
- a) **Resolution 2005-01.** To approve the use of staff to manage daily operation of the South Eastern Regional Development Corporation. John Prescott made a motion to approve the Resolution and was seconded by Mike Broderick. Motion passed unanimously.
- b) **Appointment of Membership to SERDC Board.** Lynne is asking for approval of the SERDC Board which is made up of the SECOG Board and the SEDF Board. Anne Hajek made a motion to approve and was seconded by Mark Kasten. Motion passed unanimously.
- 9) **Eide Bailly:** Since there is now a quorum Lynne asked the Board what they wished to do about the bill presented by Eide Bailly. De Knudson made a motion to pay only what has already been paid to them

along with sending them a letter and was seconded by Ralph Westergaard. Vernon Brown said that he knew their Customer Relation representative and he would volunteer to talk to them and see if this issue could be resolved. De Knudson and Ralph Westergaard moved to table the motion until Vernon Brown has visited with Eide Bailly's Customer Relations.

- 10) **Adjournment:** Anne Hajek made a motion to adjourn and was seconded by Dennis Weeldreyer. Motion passed unanimously.