

Minutes

Executive Board

South Eastern Council of Governments

May 24, 2006 Proceedings

Ted Muenster, Chairman

Present:

Mike Broderick, 2nd & 3rd Class Municipal Rep: Lincoln Co
Vernon Brown, Sioux Falls City Council
Jeanne Duchscher, 2nd & 3rd Class Municipal Rep: Turner Co
Anne Hajek, Minnehaha County Commissioner
De Knudson, Sioux Falls City Council
Luverne Langerock, Turner County Commissioner
Darwin Müller, 2nd & 3rd Class Municipal Rep: McCook Co.
BJ Nesselhuff, Legislator
Bruce Odson, 2nd & 3rd Class Municipal Rep: Clay/Union Co.
John Prescott, Mayor's Appt. City of Vermillion
Kevin Smith, Mayor's Appt. City of Sioux Falls
Richard Spaans, Union County Commissioner
Ralph Westergaard, Clay County Commissioner

Absent:

Larry Beesley, Mayor of Brandon
Tom Dempster, Legislator
Marc Dick, McCook County Commissioner
Jeff Eckhoff, 2nd & 3rd Class Municipal Rep: Minnehaha Co
Dennis Weeldreyer, Lincoln County Commissioner
Keri Weems, Legislator

Staff Present:

Disa Henning
Lynne Keller
Debra Gaikowski (left 7:15)
Shawn Pritchett

At 7:05 Chairman Muenster called the meeting to order.

1) Introductions:

Chairman Muenster asked each person to take a minute to introduce themselves.

- 2) Approval of Minutes – March 22, 2006:** With no questions or comments, Anne Hajek made a motion to approve the March 22, 2006, minutes and was seconded by De Knudson. Motion passed unanimously.
- 3) Financial Statements as of April 30, 2006:** Lynne Keller presented the Financial Statements as of April 30, 2006 to the Board. Bruce Odson made a motion to approve the financial statements and was seconded by Mike Broderick. Motion passed unanimously.
- 4) 2006 EDA Comprehensive Economic Development Strategy (CEDS) Annual Report:** Debra Gaikowski gave a brief overview of the CEDS. Gaikowski explained SECOG is required to submit an annual report to EDA each year. Gaikowski presented a draft CEDS Annual Report to the Board and solicited input. Gaikowski explained the CEDS Annual Report had been e-mailed out to the Operations Committee members prior to the board meeting for their comments and suggestions. Mike Broderick made a motion to approve the 2006 CEDS Annual Report and submit it to EDA and was seconded by Anne Hajek. Motion passed unanimously.
- 5) South Dakota Rural Development Council Contract:** Section 3.01 of SECOG's Joint Cooperative Agreement states in part: "The Executive Committee shall have the ability to act in an official capacity on behalf of the Executive Board to address issues that arise between regularly scheduled meetings when inaction on such issues would be detrimental to SECOG. In the alternative, official action may also be solicited via proxy ballot from the Executive Board via telephone, e-mail, or the U.S. postal service. Results of such actions shall be reported to the Executive Board at its next regularly scheduled meeting." In April, Lynne Keller approached SECOG's Executive Committee with a Technical Services Agreement between the South Eastern Council of Governments and the South Dakota Rural Development Council (SDRDC) to provide staffing for SDRDC's Community Assessment Program. The contract with SDRDC would be for \$60,900 for a 14 month period (May 1, 2006 to June 30, 2007), and SECOG would need to add an additional staff member to provide those services. Anne Hajek made a motion to confirm the Executive Board's decision and was seconded by Vernon Brown. Mike Broderick abstained from voting. Motion passed unanimously.
- 6) Operations Committee:**
 - a) **GIS Planner Position** –De Knudson made a motion to go into Executive Session and was seconded by Mike Broderick. Motion was approved unanimously. Anne Hajek made a motion to come out of Executive Session and was seconded by Ralph Westergaard. Motion passed unanimously. Kevin Smith made a motion to extend the GIS planner position as a temporary full-time employee for the period of 7-1-06 to 6-30-07 with the merit increase in salary recommended by the Executive Director. The status of the GIS program and this

position will be reassessed next year to ensure there continues to be a demand for GIS contractual services in the region. De Knudson seconded the motion. Motion passed unanimously.

- b) **Revision of 2006 Budget** – Lynne Keller presented a revised 2006 budget to the board for its consideration. Anne Hajek made a motion to approve the revised 2006 budget and was seconded by Jeanne Duchscher. Motion passed unanimously.
 - c) **Membership Dues Increase** – On March 24, 2004, the Board adopted Resolution #2004-01 establishing a membership dues increase policy which states, “Absent extenuating circumstances, annual increases to SECOG’s membership dues shall coincide with the Consumer Price Index factor provided by the South Dakota Secretary of Revenue and Regulation pursuant to SDCL 10-13-35 and 10-13-38.” In accordance with this resolution, the dues increase for 2007 will be 3.0%. Ralph Westergaard made a motion to approve the increase of Membership Dues for 2007 by 3.0% and was seconded by Rich Spaans. Motion passed unanimously.
 - d) **Surplus Property** – The Operation Committee recommended declaring several items as surplus property in order to enable staff to take the items to the City of Sioux Falls’ auction this fall. John Prescott made a motion to declare the property as surplus and was seconded by Anne Hajek. Motion passed unanimously.
- 7) **2005 SECOG Annual Report:** Lynne Keller provided gave an overview of the SECOG annual report and then answered several questions. This was an informational item and no action was needed.
- 8) **South Eastern Regional Development Corporation Update:** The South Eastern Regional Development Corporation was notified by the Small Business Administration on April 7, 2006, that it had been designated as a Certified Development Corporation and is now able to provide SBA’s 504 loan program to businesses. Due to advice of its marketing firm, the membership of SERDC officially changed its name to “Dakota Business Finance.” Vernon Brown and Mike Broderick, who serve on both the SECOG board and the Dakota Business Finance board, provided an update as well. This was an informational item and no action was needed.
- 9) **South Dakota Rural Development Council Community Assessment Program:** Shawn Pritchett has been hired as a Senior Planner for SECOG. Shawn previously served as Executive Director of the SD Rural Development Council and will continue to be involved in staffing the Community Assessment Program for SDRDC. Pritchett provided the board with an overview of the Community Assessment Program and answered questions from several Board members. This was an informational item and no action was needed.
- 10) **Other Business:**
- a) **Resignation of Representative Mike Kroger** – Due to time commitments, Representative Mike Kroger tendered his resignation via a letter. Additionally, the Lincoln County 2nd and 3rd Class Municipalities voted to appoint Mike Broderick, currently serving as a legislative representative on SECOG’s board, to serve as their representative on the board. Due to changes to EDA’s rules requiring at least 35% private individuals on the board, Lynne Keller recommended not filling the two legislative vacancies at this time as the Joint Cooperative Agreement will be revised later in the year to comply with EDA’s requirements.
- 11) **Adjournment:** Anne Hajek made a motion to adjourn and was seconded by Darwin Miiller. Motion approved unanimously.