

**Minutes**  
**Executive Board**  
**South Eastern Council of Governments**  
**September 27, 2006 Proceedings**

**Ted Muenster, Chairman**

**Present:**

Broderick Mike, 2<sup>nd</sup> & 3<sup>rd</sup> Class Municipal Rep: Lincoln Co  
Brown Vernon, Sioux Falls City Council  
Duchscher Jeanne , 2<sup>nd</sup> & 3<sup>rd</sup> Class Municipal Rep: Turner Co  
Eckhoff Jeff, 2<sup>nd</sup> & 3<sup>rd</sup> Class Municipal Rep: Minnehaha Co  
Knudson De, Sioux Falls City Council  
Kolbeck Steve (for Larry Beesley, Mayor of Brandon)  
Langerock Luverne, Turner County Commissioner  
Miiller Darwin, 2<sup>nd</sup> & 3<sup>rd</sup> Class Municipal Rep: McCook Co.  
Prescott John, Mayor's Appt. City of Vermillion  
Smith Kevin, Mayor's Appt. City of Sioux Falls  
Weeldreyer Dennis, Lincoln County Commissioner  
Westergaard Ralph, Clay County Commissioner

**Absent:**

Dempster Tom, Legislator  
Dick, Marc, McCook County Commissioner  
Hajek, Anne, Minnehaha County Commissioner  
Nesselhuff BJ, Legislator  
Odson Bruce, 2<sup>nd</sup> & 3<sup>rd</sup> Class Municipal Rep: Clay/Union Co.  
Spaans Richard, Union County Commissioner  
Weems Keri, Legislator

**Staff Present:**

Disa Henning  
Lynne Keller

**Others Present:**

At 7:00 p.m., Chairman Muenster called the meeting to order in Parker, SD.

- 1) **Approval of Minutes – July 26, 2006:** With no additions or corrections, Mike Broderick made a motion to approve the July 26, 2006, minutes and was seconded by John Prescott. Motion passed unanimously.
- 2) **Financial Statements for Quarter Ending June 30, 2006:** Lynne Keller presented the Financial Statements as of August 31, 2006 to the Board. Darwin Miiller made a motion to accept the financial statements and was seconded by Ralph Westergaard. Motion passed unanimously.
- 3) **2007 Unified Planning Work Program Agreement:** Lynne Keller presented the 2007 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 Ted Muenster, 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 approve and was seconded by Vernon Brown. Motion passed unanimously.
- 4) **Approval of SECOG's 2005 Audit – Wohlenberg Ritzman & Co. LLC:** Keith Knudson from Wohlenberg Ritzman & Co. LLC presented SECOG's 2005 audit to the Board. The audit did not contain any findings. However, several policy changes were suggested for implementation for next year. The audit had previously been approved by the board in July without the auditors report. Chairman Muenster suggested that the board re-approve the audit after Mr. Knudson's presentation. Jeanne Duchscher made a motion to re-approve the 2005 audit and was seconded by Jeff Eckhoff. Motion passed unanimously. Mike Broderick made a motion to address the policy concerns set forth in the Management Report and was seconded by De Knudson. Motion passed unanimously.
- 5) **Operations Committee - Kevin Smith/Lynne Keller:**
  - a) Revised Joint Cooperative Agreement – Keller presented a revised Joint Cooperative Agreement to the Board. The Agreement is the legal document under which SECOG operates. In 2004, Congress reauthorized the Economic Development Administration (EDA). In September, EDA adopted its revised rules and regulations. One of the rules requires that the board now be comprised by 35% of private representatives instead of the previous 20%. The Operations Committee recommended reducing the number of legislators from five to three and increasing the private representation from five to seven. Several other style and format changes were made as well. Mike Broderick made a motion to approve the changes to the Joint Cooperative Agreement and to submit the revised Joint Cooperative Agreement to Clay, Lincoln, McCook, Minnehaha, Turner and Union Counties and the cities of Brandon, Sioux Falls, and Vermillion for adoption and was seconded by Luverne Langerock. Motion passed unanimously.

- b) Building Discussion – Kevin Smith informed the Board that the Operations Committee was looking for direction on whether to continue leasing space or exploring the purchase of a building. Dennis Weeldreyer made a motion that the Operations Committee be appointed as the building committee to further explore what options are available and report back to the full Board for further action. The motion was seconded by Jeanne Duchscher. Motion passed unanimously.

6) **Other Business:**

- a) Dakota BUSINESS Finance – Lynne Keller reported that DBF approved its first loan in August and hoped to approve an additional three loans in September.
- b) National Association of Development Organizations (NADO) Innovation Award – SECOG’s creation of Dakota BUSINESS Finance as a CDC was selected to receive NADO’s Innovation Award for 2006.
- c) Meetings – Keller discussed future board meeting times with the Board. The consensus of the Board was to hold future meeting at 4:00 p.m.

- 7) **Adjournment:** Mike Broderick made a motion to adjourn the meeting and was seconded by Darwin Miiller. Motion passed unanimously.