

Minutes
Executive Board
South Eastern Council of Governments
September 7, 2011

Mike Broderick, Chair

Present

Barth, Jeff: Minnehaha County Commissioner
Dybdahl, Ralph: McCook County Commissioner
Eckhoff, Jeff: Private Representative (out at 4:33)
Hansen, Bill: Private Representative
Holcomb, Jeff: Private Representative
Molina, Tony: Private Representative
Odson, Bruce: Private Representative
Olson, Dennis, Mayor's Appt.: City of Brandon
Packard, Phyllis: Clay County Commissioner
Prescott, John, Mayor's Appt.: City of Vermillion
Schempp, Marvin: Union County Commissioner
Schmidt, Jim: Lincoln County Commissioner
Van Hove, Lyle: Turner County Commissioner

Absent

Anderson, Kenny Jr.: City of Sioux Falls Council
Brown, Vernon: City of Sioux Falls Council
Nyggard, Eldon: Legislator
Pratt, Farron: Private Representative
Ramstad, Reed: Private Representative
Roth, Bryan: Private Representative
Schlekeway, Todd: Legislator
Smith, Kevin, Mayor's Appt.: City of Sioux Falls

Staff Present

Lynne Keller Forbes
Betty Gates

At 4:00 p.m., Chairman Mike Broderick called the meeting to order.

1. **Approval of Minutes from June 15, 2011:** John Prescott made a motion to approve the June 15, 2011, minutes and was seconded by Bruce Odson. The motion passed unanimously.
2. **Financial Statements as of July 31, 2011:** Lynne Keller Forbes presented the July 31, 2011, Financial Statements. Jim Schmidt made a motion to approve the July 31, 2011, Financial Statements and was seconded by Bill Hansen. The motion passed unanimously.
3. **Operations Committee:** Lynne Keller Forbes presented an overview of the history and growth of SEDF and DBF since their inception.
 - A. **Dakota BUSINESS Finance Contract Amendment:** Jeff Eckhoff and Lynne Keller Forbes presented the Dakota BUSINESS Finance Contract Amendment. Bruce Odson made a motion to approve the Dakota BUSINESS Finance Contract Amendment and was seconded by Jeff Holcomb. The motion passed unanimously.
 - B. **Pay Plan:** SECOG solicited bids from eight firms for the Pay Plan Study. Five firms responded. The Operations Committee approved the bid for \$4,000 from Wipfli, LLP. Discussion followed. Jeff Holcomb made a motion to adopt the updated pay plan which ties increases to the Merit Increase Guidelines, eliminates the annual COLA, and removes the requirement to "sit out" every other year once you reach mid-point. Bill Hansen seconded the motion. The motion passed unanimously.
 - C. **2012 Budget:** Lynne Keller Forbes presented the 2012 Budget. Discussion followed. Ralph Dybdahl made a motion to approve the 2012 Budget and was seconded by Lyle Van Hove. The motion passed unanimously.
 - D. **Surplus List:** Jeff Eckhoff presented an additional item that was added to the 2011 surplus list. Jeff Barth made a motion to approve the surplus list and was seconded by John Prescott. The motion passed unanimously. Jeff Eckhoff left the meeting at this time.

4. **Resolution #2011-01:** Lynne Keller Forbes presented Resolution #2011-01. Jeff Barth made a motion to approve Resolution #2011-01 authorizing the submittal of a U.S. Department of Housing and Urban Development Sustainable Communities Regional Planning Grant application in an amount not to exceed \$1,000,000, including all understandings and assurances contained therein and authorizing its Executive Director, Lynne Keller Forbes, to act as signatory in connection with the application, Memorandum of Understanding and other required forms, and to provide such additional information as may be required by the U.S. Department of Housing and Urban Development. The motion was seconded by Jim Schmidt and passed unanimously.
5. **2011 South Dakota Legislative Redistricting:** Representative Jim Bolin presented an overview of the State of South Dakota's redistricting process. This was informational only.
6. **Other Business – Planning District Suggestions:** Lynne Keller Forbes presented the board with suggestions the Planning District directors provided to the Governor's Office of Economic Development that may help address the needs of some of South Dakota's smaller communities. This was informational only. There was no other business.
7. **Next Board Meeting:** The next board meeting will be December 7, 2011, at 4:00 p.m.
8. **Adjournment:** John Prescott made a motion to adjourn the meeting and was seconded by Bill Hansen. The motion passed unanimously. Chairman Broderick adjourned the meeting at 5:08 p.m.