

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE
MINUTES OF THE FEBRUARY 16, 2017 MEETING

The monthly meeting of the Southeast Nebraska Development District's Executive Committee was scheduled and held on Thursday, February 16, 2017. This meeting was held at the SENDD-Lincoln office, 2100 Fletcher Ave, Ste. 100, Lincoln, NE 68521, and also by teleconference.

I. CALL TO ORDER

A. The meeting was called to order by SENDD Vice Chair Kurt Bulgrin at approximately 6:30 P.M at the SENDD-Lincoln office located at 2100 Fletcher Ave, Ste. 100 in Lincoln. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act was posted in the meeting room at the SENDD Office and is available for viewing by the public. The SENDD Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

B. Roll call: Roll call was taken with the following 4 Executive Committee members present: Cheryl Brandenburgh, Black Hills Energy in the SENDD office, Kurt Bulgrin, York Co.; Erich Tiemann, Gage Co.; and Roger Glawatz, Seward Co. by conference call.

Executive Committee members absent (3): Lisa Hurley, York County Development Corp; Bob Mueller, Fillmore County; and Paul Lambert, Jeff Henry Chevrolet

SENDD Staff members present were Craig Eberle, Lincoln and Crystal Dunekacke by conference call.

C. Board Membership: Eberle informed the SENDD Executive Committee that all 27 Board positions are currently filled. No action needed on the Board Membership agenda item and none taken.

II. MINUTES

A. Minutes of the January 19, 2017 SENDD Board of Directors meeting were enclosed in the meeting packet that was sent out to the SENDD Executive Committee. Vice Chair Bulgrin asked the SENDD Executive Committee members in attendance if there were any corrections or additions to the previous meeting minutes. With no additional corrections or additions from the Executive Committee, Vice Chair Bulgrin called for a motion on the minutes of the January 19, 2017 SENDD Board of Directors meeting. Moved by Tiemann, seconded by Glawatz to approve the minutes of the January 19, 2017 SENDD Board of Directors meeting as presented. Vice Chair Bulgrin then proceeded with a roll call voice vote. Bulgrin: Yes; Glawatz: Yes; Brandenburgh: Yes; Tiemann: Yes. Motion passed unanimously on the roll call voice vote.

III. AGENDA ADJUSTMENTS

There were no agenda adjustments to be brought before the SENDD Executive Committee at this time.

IV. FINANCIAL

A. Check Registry: A copy of the January 2017 Check Registry report was sent out with the meeting packet. Eberle briefed the Executive Committee on the check registry report. Two corrects were noted: 1) Correction of a misspelling, 2) Correction that the NEDA membership check was for staff member Eberle, not Harkins as noted. A brief discussion by the Executive Committee followed the overview by Eberle. Upon conclusion of the discussion, Vice Chair Bulgrin called for a motion. Moved by Glawatz, seconded by Brandenburgh to approve the January 2017 Check Registry report as amended. Vice Chair Bulgrin then proceeded with a roll call voice vote. Bulgrin: Yes; Glawatz: Yes; Brandenburgh: Yes; Tiemann: Yes. Motion passed unanimously on the roll call voice vote.

B. Revenue/Expense Report: Eberle informed the SENDD Executive Committee about the Revenue/Expense reports for November 2016 and December 2016 that were distributed prior to the meeting. After a brief discussion by the SENDD Executive Committee, Vice Chair Bulgrin called for a motion. Moved by Brandenburgh, seconded by Tiemann to approve the November 2016 and December 2016 Revenue/Expense

reports as presented. Vice Chair Bulgrin then proceeded with a roll call voice vote. Bulgrin: Yes; Glawatz: Yes; Brandenburg: Yes; Tiemann: Yes. Motion passed unanimously on the roll call voice vote.

C. Contracts: The Chair has requested the ability to have a consent vote to authorize the Interim Director to negotiate and enter into final contracts for the following proposed contracts between SENDD, organizations and/or communities/counties for services as identified. Anticipation of only seeking one motion for authorizing the SENDD Executive Director to negotiate and enter into final contracts for the following programs:

Falls City EDGE/Project Denver – Special Services Contract: The City of Falls City is considering an application to the CDBG Program – Economic Development Category to assist an existing business (currently referred to as "Project Denver") with a proposed business location in the community. SENDD staff will be assisting both the City and Falls City EDGE in developing the application. As part of CDBG-Economic Development projects, an Environmental Review Process must be completed before a final application for CDBG funds can be submitted. The benefiting business has agreed to pay for a portion of the CDBG Environmental Review (up to \$2,000) – with Falls City EDGE reimbursing SENDD for any additional costs above that amount (up to \$3,500). The Executive Director is requesting consideration and approval of negotiating and entering into a contract, in an amount not to exceed \$3,500, with Falls City EDGE and the benefiting business ("Project Denver") to complete the CDBG Environmental Review process.

Eberle informed the SENDD Executive Committee about this contract. After a brief discussion by the SENDD Executive Committee, Vice Chair Bulgrin called for a motion. Moved by Glawatz, seconded by Tiemann to authorize the SENDD Interim Director to negotiate and enter into a final contract as presented. Vice Chair Bulgrin then proceeded with a roll call voice vote. Bulgrin: Yes; Glawatz: Yes; Brandenburg: Yes; Tiemann: Yes. Motion passed unanimously on the roll call voice vote.

V. OLD BUSINESS

A. Humboldt Office Lease: SENDD has given 30 day notice to vacate their current office space in Humboldt. They will vacate the current building by the end of this month, occupying the new space by March 1st. The office move will take place on February 28th. Preparation for the move has begun, with a dumpster and shredding services arranged to clean out old files. Arrangements have also been made to relocate the utilities and printer to the new location. Eberle plans to sign the lease when he inspects the property on February 21st.

VI. NEW BUSINESS

A. Public Comment – 2017 Nebraska Annual Action Plan (AAP): SENDD staff recently attended a video conference in Lincoln about the 2017 Annual Action Plan (AAP). Staff will be developing a response to be submitted to the Nebraska Department of Economic Development by February 24, 2017 – which is the last day of the 30 day public comment period.

VII. STAFF REPORTS AND REMINDERS

A. SEND Membership and Housing Dues Requests FY 2016-2017: Eberle reported that all county dues have been paid. Currently 102 communities are paid, which is a couple communities short of last year's total. The difference is approximately \$5,500 short of last year's membership dues received. This is primarily due to the loss in membership of a larger community.

B. SERN Meeting – March 23, 2017: The next Southeast Nebraska Resource Network (SERN) meeting is scheduled for March 23, 2017 in Nebraska City. A Save the Date notice has been sent out, with an agenda expected to be finalized at the beginning of March.

C. Southeast Nebraska Partners for Progress (SE P4P): The next SE P4P meeting will be held on March 3, 2017. The SET seed money budget of \$5,000 is being finalized with SENDD being the fiscal agent of the funds.

D. Nebraska Regional Official Council – Legislative Sessions: The Nebraska Regional Officials Council (NROC) will be participating in a legislative breakfast, NROC Board meeting and department head meetings on February 27-28, 2017 in Lincoln. Eberle reported that NROC will be meeting on Feb 27 with state senators, as well as meeting with the department heads of DEQ, DED, Dept. of Education, USDA-RD and DOR. The Legislative Breakfast and NROC Board meeting will follow on February 28th. NROC has been following the legislative session. They have been working with the NROC lobbyist to support or oppose bills that will affect counties and communities statewide.

E. Future SENDD Board Meetings: The next Full SENDD Board meeting is scheduled for March 16, 2017 at the Country Inn and Suites in Lincoln. Eberle reported that there may be a need to schedule a Special SENDD Executive Committee meeting in early March due to the Executive Director Position search.

F. Executive Director Position: Eberle and Bulgrin provided an update regarding the SENDD Executive Director Position search. Interviews are being conducted with additional interviews to occur next week. There may be a need for a Special SENDD Executive Committee meeting in the next few weeks, should the hiring process progress to that point.

VIII. ADJOURNMENT

There being no further business to come before the SENDD Executive Committee, Vice Chair Bulgrin called for a motion from the SENDD Executive Committee to adjourn the meeting. This motion was moved by Brandenburgh, seconded by Tiemann. Vice Chair Bulgrin then proceeded with a roll call voice vote. Bulgrin: Yes; Glawatz: Yes; Brandenburgh: Yes; Tiemann: Yes. Motion passed unanimously on the roll call voice vote. The meeting was adjourned at approximately 6:54 P.M.

Respectfully Submitted:



Crystal Dunekacke
Secretary Pro Tem