

**SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
EXECUTIVE COMMITTEE  
MINUTES OF THE FEBRUARY 20, 2014 MEETING**

The regularly scheduled monthly meeting of the Southeast Nebraska Development District's Executive Committee was scheduled and held on Thursday, February 20, 2014. This meeting was conducted via teleconference.

**I. CALL TO ORDER**

A. The meeting was called to order by SENDD Vice-Chair Leroy Hanson at approximately 6:30 P.M. at the SENDD-Lincoln office. 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.

B. Roll call: The following 5 SENDD Executive Committee members were present: Leroy Hanson, Saunders Co.; Mary Koci, Seward Co.; Tim McDermott, Saline Co.; Nick Harling, American National Bank; and Bill Wenz, At Large Representative

Executive Committee members absent (2): Robert Mueller, Fillmore Co.; and Cheryl Brandenburgh, Black Hills Energy.

SENDD Staff member present was Dave Taladay, Lincoln

**II. MINUTES**

The previous SENDD Board meeting minutes of January 16, 2014 were included in the meeting packet that was sent out to the Executive Committee. Vice Chair Hanson asked the SENDD Executive Committee members in attendance if there were any corrections or additions to the previous meeting minutes. With no corrections or additions from the Executive Committee, Vice Chair Hanson called for a motion. Moved by Harling, seconded by McDermott to approve the minutes of the January 16, 2014 SENDD Board Meeting as presented. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Abstain; McDermott: Yes; Wenz, Abstain; Harling: Yes. Motion passed 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 2014 Check Registry report was sent out with the meeting agenda. SENDD Executive Director Taladay briefed the Executive Committee on the check registry report. He indicated that there appeared to be nothing out of the ordinary paid out or received during the month. Upon conclusion of the overview by Taladay, Vice Chair Hanson called for a motion. Moved by Hanson, seconded by Koci to approve the January 2014 Check Registry report as previously distributed. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; McDermott: Yes; Wenz: Yes; Harling: Yes. Motion passed unanimously on the roll call voice vote.

B. Revenue/Expense Report: Taladay provided an overview of the January 2014 Revenue/Expense Report. Vice Chair Hanson called for a motion. Moved by Wenz, seconded by Harling to approve the January 2014 Revenue/Expense report as previously distributed. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; McDermott: Yes; Wenz: Yes; Harling: Yes. Motion passed unanimously on the roll call voice vote.

C. Syracuse – Leadership Community Certification: Taladay briefly indicated that the City of Syracuse is working to obtain a Leadership Community Certification through the Nebraska Department of Economic Development (NDED). SENDD has proposed a contract to assist in the compiling of the appropriate information and the development of the application for the program. The Executive Director is requesting authorization to negotiate and enter into a contract, up to a maximum of \$5,000, for these special services.

Motion by Koci, seconded by McDermott to authorize Executive Director to negotiate and enter into a contract with the City of Syracuse for an amount not to exceed \$5,000.00. Vice Chair Hanson then proceeded with a roll call voice vote: Koci, Yes; Wenz, Yes; McDermott, Yes; Harling, Yes; Hanson, Yes. Motion passed unanimously on the roll call voice vote.

D. Hubbell – CDBG #13-PP-011 Planning Grant: Taladay related that SENDD staff assisted the Village of Hubbell in developing and submitting an application to NDED for a planning grant to complete a Preliminary Engineering Report on the communities Water System. The Village received a grant in the amount of \$21,500, to be matched by \$6,700 in local funds for the project. SENDD has entered into a contract for CDBG General Administration in the amount of \$1,500. Motion by Hanson, seconded by Wenz to retroactively approve the contract for an amount of \$1,500 with Hubbell for General CDBG Administration. Vice Chair Hanson then proceeded with a roll call voice vote: Koci, Yes; Wenz, Yes; McDermott, Yes; Harling, Yes; Hanson, Yes. Motion passed unanimously on the roll call voice vote.

Taladay also indicated that SENDD will also be proposing a contract, in the amount not to exceed \$3,000, to assist the Village in coordination of project meetings, local citizen participation activities, etc. Motion by McDermott, seconded by Koci to authorize the Executive Director is to negotiate and enter into this contract for services with Hubbell. Vice Chair Hanson then proceeded with a roll call voice vote: Koci, Yes; Wenz, Yes; McDermott, Yes; Harling, Yes; Hanson, Yes. Motion passed unanimously on the roll call voice vote.

## V. OLD BUSINESS

A. SENDD Personnel Policies Review: A copy of the Personnel Policies, along with notes on the history of Personal Leave and Flex Time policies was included with attachments in the notice for this meeting. Taladay indicated that this was for review and comments at this time in response to questions from the Full SENDD Board meeting in January. Harling asked if there had been any internal/staff concerns with Personnel Leave and Flex Time policies. Taladay related that he and staff had solved some early confusion on how to track flex time when first instituted, but that appears to have been resolved. This item will be on the Full SENDD Board agenda for the March meeting for further discussion as requested by the Board.

B. SENDD Equipment Upgrades: Taladay indicated that he is still reviewing proposals for equipment and services to upgrade the computer system and purchase of new processing units. Several new manager chairs have been purchased recently with sales over the Presidents Day specials. The last major purchase of chairs for staff was in 1994. Further reports will be made to the Full Board at the meeting in March.

## VI. NEW BUSINESS

There was no new business to discuss at this time.

## VII. STAFF REPORTS AND REMINDERS

Newsletter: Taladay informed the SENDD Executive Committee that the February 2014 SENDD newsletter would be finished and sent out by Friday of this week. A cover story will include some more reference to history of SENDD and Vision-17 Areawide Planning Agency.

NDED – Staff Schedule of NAHP and CDBG Project Applications: A list of potential project applications was provided as an attachment with the notice/agenda for this meeting. Taladay indicated staff will be busy for the next few months working with communities and organizations on these applications for funding assistance.

NROC Meeting: Taladay indicated that a telephone conference of the Nebraska Regional Officials Council (NROC) was held on February 13. Discussion revolved around an agreement to work with staff of the National Association of Development Organizations (NADO) in developing a template for a Statewide Comprehensive Economic Development Strategy (CEDS). This work is in collaboration with NDED for statewide coverage under programs from the Economic Development Administration (EDA).

SERN Meeting: Taladay related that a meeting for the Southeast Nebraska Resource Network (SERN) was held earlier today at the Southeast Community College-Entrepreneurship Center. Staff that attended indicated over 50 people attended and toured the SCC Center.

Next SENDD Meeting: Taladay noted that the next Full SENDD Board meeting is scheduled for March 20, 2014 at the Club Room of the Hy-Vee Store at 84<sup>th</sup> and Holdrege in Lincoln.

**VIII. ADJOURNMENT**

There being no further business to come before the SENDD Executive Committee, Vice Chair Hanson called for a motion from the Executive Committee to adjourn the meeting. Motion by Koci, seconded by Harling to adjourn. Vice-Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; McDermott: Yes; Wenz: Yes; Harling: Yes. Motion passed unanimously on the roll call voice vote. The meeting was adjourned at approximately 6:47 P.M.

Respectfully Submitted:



David R. Taladay  
Secretary Pro Tem