MINUTES

South Dakota Municipal League
Board of Directors

December 11, 2019 ★ SDML Building, Ft. Pierre

CALL TO ORDER

President Houseman called the meeting to order at 11:30 a.m. and asked for the members present to introduce themselves.

DECLARATION OF QUORUM

Board Members Present were: Debbie Houseman, Lake Andes; Karl Alberts, Aberdeen; Steve Allender, Rapid City; Jennifer Eimers, Madison; Becky Brunsing, Wagner; Amy Leon, Yankton; Christine Erickson, Sioux Falls; Carolynn Anderson, Wall; Dawn Murphy, Tea; Fay Bueno, Sturgis; Renae Phinney, Ree Heights; Arnie Schott, McLaughlin; Leland Treichel, Roscoe; Harry Weller, Kadoka; Laurie Woodward, Custer

Present via teleconference were: Pauline Sumption, Rapid City; Michelle DeNeui, Spearfish;

Others Present: Yvonne Taylor, SDML Executive Director

Unable to attend were: Mike Grosek, Webster; Dave Geisler, Murdo

APPROVAL OF THE AGENDA

It was moved by Schott, seconded by Weller, to approve the agenda as presented. Upon unanimous vote, the motion was approved.

APPROVAL OF THE MINUTES

It was moved by Weller, seconded by Albers to approve the minutes of the October 8, 2019 Board Meeting and the October 11, 2019 Annual Business Meeting. Upon unanimous vote, the motion was approved.

APPROVAL OF THE 2020 MEETING SCHEDULE

It was moved by Erickson, seconded by Anderson to approve the 2020 meeting schedule as follows:

- Feb. 4, 2020 - Pierre (Meeting and Legislative Rib Dinner)
- Date TBD, 2020 – Location TBD
- October 6, 2020 – Spearfish (Annual Conference Meeting)
- December 9-10, 2020 – Pierre (Joint Board Meeting)
Upon unanimous vote, the motion was approved.

**NEW BUSINESS**

**Appointment of Affiliate officers**
It was moved by Bueno, seconded by Brunsing to approve the appointment of the affiliate officers as presented. Upon unanimous vote, the motion was approved.

**Approval of Pooling Service Agreements**
Taylor presented the three endorsement/promotion and administrative service agreements between the SDML and the pools, stating only dollar amounts had changed from previous year’s contracts. After board discussion, it was moved by Erickson, seconded by Anderson to approve the agreements with all three pools as presented. With Alberts, Eimers, and Brunsing abstaining and the remaining members voting in favor, the motion was approved.

**Approval of RTI Agreement**
Taylor presented the agreement and noted there were no significant changes. It was moved by Treichel, seconded by Weller to approve the agreement as presented. Upon unanimous vote, the motion was approved.

**Approval of Banyon Re-seller Agreement**
Taylor noted inclusion of the pricing schedule. It was moved by Anderson, seconded by Treichel, to approve the agreement and Schedule A as presented. Upon unanimous vote, the motion was approved.

**Consideration of Amendment to Travel Policy**
Taylor explained the purpose of the policy as allowing staff to stay in non-commercial housing when traveling for work, with a maximum reimbursement of the state rate. She noted that in her own case, the housing would be in the home of a daughter. She further explained that the auditors, audit committee, and Department of Revenue had all been consulted. It was moved by Weller, seconded by Bueno, to approve the policy as presented. Upon unanimous vote, the motion was approved.

**OLD BUSINESS**

**Legal Action Update**
Taylor updated the Board on the status of the Buffalo Chip challenge to the Supreme Court of the nullification of their incorporation as a municipality, which remains pending.

**“Pool” for Building Inspection/Code Enforcement**
Taylor pointed out that the new program had contracted with 7 cities in 2019, and expected more after the first of the year. She noted that the revenues and expenditures were presented on the last page of the financial packet, and 2019 would be well under budget.

**Discussion/Possible Adoption of a Wage Scale**
Sumption and Taylor explained the process of developing the wage scale and the initial placement of staff on the scale, as well as the COLA adjustment at mid-year. After extensive discussion, it was moved by Schott, seconded by Treichel to adopt the wage scale as presented. Upon unanimous vote, the motion was approved.
APPROVAL OF THE FINANCIAL STATEMENTS AND 2020 BUDGET

Approval of the Financial Statements
After review and discussion of the financial statements, it was moved by Erickson, seconded by Brunsing to approve the financial statements and recommended 2020 budget as presented. Upon unanimous vote, the motion was approved.

It was recommended by Houseman that some of the reserves be used to pay down the building loan. It was moved by Treichel, seconded by Weller, to allocate $100,000 to early payment of the loan.

LEGISLATIVE REPORT
Taylor reviewed several legislative proposals based on SDML policies and coming from other entities. The packet of draft legislation is filed with these minutes.

Discussion was held on the various pieces of legislation.

EXECUTIVE DIRECTOR’S REPORT
Taylor noted that earlier discussions on the agenda had incorporated all items that would have been part of this agenda item.

COMMENTS AND ADDITIONAL BOARD TOPICS
Erickson informed the Board of changes to the fees for a restaurant liquor license in Sioux Falls, and expressed concerns that membership of all Municipal League boards committees be made up only of active elected or appointed officials of members.

There being no expressed need for executive session, and no further business, the meeting was adjourned at 1:40 p.m.

Board members met with representatives of the County Commissioners and Officials at 3:30 p.m.